The University of the South Pacific’s academic programmes will promote the development of the following attributes in all graduates:

**Academic excellence**
- Extensive knowledge of a particular discipline or professional area, including relevant knowledge and skills;
- Capacity for independent critical thinking and self-directed, life-long learning;
- Advanced information and communication technology, knowledge and skills; and
- Research literacy and skills.

**Intellectual curiosity and integrity**
- Deep respect for truth and intellectual integrity, and for the ethics of scholarship;
- Intellectual curiosity and creativity; openness to new ideas;
- Commitment to inter-disciplinary understanding and skills; and
- Respect for the principles, values and ethics of a chosen profession.

**Capacity for leadership and working with others**
- Effective interpersonal communication skills;
- Leadership, organisational, teamwork and time management abilities; and
- Personal maturity and self-confidence.

**Appreciation of the cultures of the Pacific Islands**
- Knowledge and appreciation of both the unity and diversity of Pacific Island cultures;
- Understanding of the diverse economies and environments of the Pacific Islands; and
- Commitment to the maintenance and strengthening of the societies of the Pacific.

**Cross-Cultural Competencies**
- An understanding and appreciation of social, cultural and linguistic diversity;
- Respect for human rights and dignity in a global context;
- Commitment to accountability, ethical practice and social responsibility; and
- Demonstrated oral and written proficiency in English language.
EMERGENCY TELEPHONE NUMBERS

LAUCALA CAMPUS, FIJI
Ambulance 330 2584
(St John Ambulance, Suva City Area)
Sigatoka 922 0933
Korolevu 937 8934
Campus Emergency
Electricity 913/ 339 3213
Fire 911/ 331 2877
Hospital 331 3444
Police 919/ 917
USP Health and Wellness Centre 323 2362/323 2202
USP Security
Main Gate 323 2211 ext 122
Pedestrian Gate 323 2211 ext 121
Back Gate 323 2211 ext 120
Control Room (after hours) 323 2211/ 323 2840

ALAFUA CAMPUS, SAMOA
Ambulance 994
Electricity 994
Fire 994
Hospital 22222
Maritime Distress 994
Police 995
Red Cross 22676 (Ph/Fax)
USP Security 21671 (ext 222)
Water 20409
Weather 20855

EMALUS CAMPUS, VANUATU
Ambulance/Hospital 22100
Ambulance 112
Emergency 115/ 25566
Fire 22333/ 113
Police 111/ 22222
Unelco/ Electricity & Water (24hr line) 26000
Water 27284
USP Security 22748/24568
(Ext 166 or Ext 333)
Weather/ Forecasting/ Tsunami/ Earthquake (24 hour line) 22932

TOKELAU
Hospital 2112
Police 2116

NAURU
Police 110/ 674 556 2060
Ambulance emergency 111
Fire emergency 112
National Disaster Management 674 557 3101

NIUE
Niue Foou Hospital 4100
24 hours Nurse station 4202
Rescue Fire Service 4133
Telecom Niue Emergency number 4000
### EMERGENCY CONTACTS

#### REGIONAL CAMPUS

**MARSHALL ISLANDS**
- Disaster management plan 692456 7279
- Nat. Police 692625 8666/ 3233
- Local Police 692625 8999/ 8148/ 5911

**COOK ISLANDS**
- Ambulance 22664/ 999
- Rarotonga Hospital 22664
- Community Health Clinic 20065
- Police 22499
- Emergencies Police/Fire/Ambulance 999

**SOLOMON ISLANDS**
- Fire 988
- Police 999
- Search and rescue marine 977
- Ambulance 911
- National Disaster 955

**KIRIBATI**
- Police 992
- Fire 993
- Ambulance 994
- General emergency service number 999

**TONGA**
- Police 922
- Fire 999
- Hospital 933
- Electricity 944
- Any other emergency service 911

**LABASA**
- Police 917
- Ambulance and fire 911
- Broken power line 913
- Labasa Hospital 8811444

**LAUTOKA**
- Police 917
- Ambulance and fire 911
- Lautoka Hospital 6660399
- Fiji Electricity Contact Centre 132333
- Water Authority of Fiji 3346777 or 5777 (Vodafone & Inkk)

**TUVALU**
- Police 911
- Fire 000
- Ambulance 999
- Hospital 20749
- Tuvalu Electricity Authority 20735
IMPORTANT NOTICE

This Handbook and Calendar is the University’s document of authority. The information contained in it is correct at the time of printing but the University reserves the right to change its statutes, regulations, policies, procedures, programmes, courses and any other contents of this Handbook and Calendar at any time. In particular, the University reserves the right to cancel a course on the basis of insufficient enrolments or unavailability of staff. Unless specifically stated otherwise, all new statutes, regulations, policies and procedures printed in this Handbook and Calendar are effective from 1 January 2017, and supersede those in any prior publication or correspondence.

Students will have their eligibility for conferment or award of a qualification assessed on the basis of the relevant regulations stated in the Handbook and Calendar published in their first year of enrolment in that qualification. However, if the regulations have changed since the student first enrolled for the qualification, Senate may decide, in individual cases, to vary or waive particular requirements. Students who are uncertain about whether courses passed under previous requirements will meet current requirements should consult the relevant academic advisor within their faculty.

All general correspondence should be addressed to:

The University of the South Pacific
Private Bag
Suva, Fiji
Telephone: (679) 323 1000
Website: www.usp.ac.fj

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# 2017 Principal Dates

## January

<table>
<thead>
<tr>
<th>Date</th>
<th>Day</th>
<th>Event</th>
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<td>1</td>
<td>Sunday</td>
<td><strong>Public Holiday (Vanuatu):</strong> New Year's Day</td>
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<td>2</td>
<td>Monday</td>
<td><strong>Public Holiday (All Campuses):</strong> New Year</td>
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<td>3</td>
<td>Tuesday</td>
<td><strong>Public Holiday (Samoa, Cook Is):</strong> Day after New Year's Day</td>
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<td>19</td>
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<tr>
<td>20</td>
<td>Friday</td>
<td>Graduate School of Business Orientation begins</td>
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</tbody>
</table>

**PDLP:** Orientation and lectures commence

**Semester 1:** Deadline for application for admission from students new to USP, and students applying after a lapse of six semesters.
Applications received after this date will incur a late application fee
Deadline for Appeal to lift academic suspension.

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<th>Date</th>
<th>Day</th>
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<td>21</td>
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<td>26</td>
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<tr>
<td>27</td>
<td>Friday</td>
<td><strong>PDLP:</strong> Deadline for withdrawal of courses with no financial penalty</td>
</tr>
</tbody>
</table>

**Trimester 1:** Deadline for adding courses

**Semester 1:** Deadline for application to resume studies from student applying within six semesters since they were last registered

**Graduate School of Business** Orientation ends

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<th>Date</th>
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<td>28</td>
<td>Saturday</td>
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<td>29</td>
<td>Sunday</td>
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<tr>
<td>30</td>
<td>Monday</td>
<td><strong>Trimester 1:</strong> Invoices available via SOLS</td>
</tr>
</tbody>
</table>
**PDLP:** Invoices available via SOLS

**Semester 1:** Orientation and Academic Advisory week; Registration continues
31 Tuesday  
Public Holiday (Nauru):  
Independence Day  
Audit & Risk Committee 1/17

FEBRUARY
1 Wednesday  
Public Holiday (Nauru):  
Independence Day Holiday  
Semester 1: Deadline for late application for admission.

2 Thursday  
Semester 1: Orientation and Academic Advisory week; registration ends  
Semester 1: Deadline for registration for all campuses. Students who register for courses after this date will be charged a late registration fee.

3 Friday  
Semester 1: Lectures commence  
Finance & Investment Committee 1/17  
Staff Policy Committee 1/17  
EC Sub Committee on PNG’s Admission 1/17  
Nominations Committee 1/17  
University Scholarships Committee 1/17  
Space Management Committee 1/17

4 Saturday  
5 Sunday  
6 Monday  
Semester 1: Lectures commence  
Medal & Prizes Committee 1/17  
Pacific TAFE: Semester 1: Application for admission closing date  
Semester 1: Deadline for late registration Deadline for adding of courses for those who registered within the registration period (no fee charged for this cohort). Pacific TAFE: Semester 1: Last day of Registration

7 Tuesday  
Staff Policy Committee 1/17  
EC Sub Committee on PNG’s Admission 1/17  
Nominations Committee 1/17  
University Scholarships Committee 1/17  
Space Management Committee 1/17

8 Wednesday  
Nominations Committee 1/17  
University Scholarships Committee 1/17  
Space Management Committee 1/17  
Pacific TAFE: Semester 1: Application for admission closing date  
Semester 1: Deadline for late registration Deadline for adding of courses for those who registered within the registration period (no fee charged for this cohort). Pacific TAFE: Semester 1: Last day of Registration

9 Thursday  
10 Friday  
Trimester 1: Deadline for withdrawal from trimester 1 courses with no financial penalty  
Pacific TAFE: Semester 1: Payment of Trimester 1 fees

11 Saturday  
12 Sunday  
13 Monday  
14 Tuesday  
15 Wednesday  
16 Thursday  
17 Friday  
18 Saturday  
19 Sunday  
20 Monday  
21 Tuesday  
Public Holiday (Vanuatu):  
In Memory of Dr W H Lini (Father of Independence)  
Review Committee 1/17  
Medals & Prizes Committee 2/17  
Executive Committee 1/17  
University Scholarships Committee 2/17  
Trimester 1: Deadline for payment of Trimester 1 fees  
Semester 1: Deadline for dropping of courses without incurring any tuition fee. Any courses dropped after this date will incur the full tuition fee

22 Wednesday  
23 Thursday  
24 Friday
PDLP: Deadline for payment of fees
Pacific TAFE: Semester 1: Last day of withdrawal from courses without incurring any tuition fees
Trimester 1: Late payment of fee period: Students who have not paid their fees in full will be required to clear all outstanding fees and a late payment fee of FJ$125.00 within the 1st four (4) weeks.

50th Anniversary Steering Committee 1/17
Remuneration Committee 1/17

**MARCH**

1 Wednesday

Public Holiday (Republic of Marshall Islands): Nuclear Victims Remembrance Day
E-LITE Committee 1/17
Center for Flexible Learning Committee 1/17

2 Thursday

Public Holiday (Vanuatu): Custom Chief’s Day
Public Holiday (Kiribati): In honour of Women’s Day
Public Holiday (Vanuatu): Custom Chief’s Holiday

6 Monday

Medals & Prizes Committee 3/17
Audit & Risk Committee 2/17
Public Holiday (Nauru): International Women’s Day

9 Thursday

Public Holiday (Tuvalu):
Commonwealth Day
Campus Life Committee 1/17
Academic Programmes Committee 1/17
Gender Mainstreaming Advisory Committee 1/17

17 Friday

Semester 1: Deadline for transfer of campus
Semester 1: Deadline for payment of semester 1 fees for all campuses
PDLP: Deadline for all students to withdraw from courses that they do not wish to be assessed in

University Research Committee 1/17
Teaching Quality Committee 1/17
Communication Information & Technology Committee 1/17
Student Discipline Committee 1/17
24  Friday  Public Holiday (Kiribati): Good Friday
    Trimester 1: Late Payment of Fee Period (ends): Students who have not paid their fees in full will be required to clear all outstanding fees and a Late Payment fee of FJ$125.00 within the 1st four (4) weeks.

25  Saturday  Trimester 1: Late Payment of Fee Period: Students who have not paid their fees in full by this date will be liable for Late Payment fee as follows:
    • $150.00 (next 4 weeks after 25 March).
    • $200.00 thereafter.
    Mid Semester Break Starts

26  Sunday
27  Monday  Public Holiday (Kiribati): Easter Monday
Financial & Investment Committee 2/17

APRIL
1  Saturday  Mid Semester Break Ends
2  Sunday
3  Monday
4  Tuesday  Staff Policy Committee 2/17
EC Sub Committee on PNG’s Admission 2/17
Nominations Committee 2/17
Space Management Committee 2/17

5  Wednesday
6  Thursday
7  Friday  Public Holiday (Kiribati): National Health Day
Review Committee 2/17

8  Saturday
9  Sunday
10  Monday
11  Tuesday
12  Wednesday
13  Thursday
14  Friday  Senate 1/17

Public Holiday (Fiji, Vanuatu, Samoa, Cook Is, Solomon Is, Niue, Tuvalu, RMI, Nauru): Good Friday
    Trimester 1: Lectures end
    Deadline for students to withdrawal from Trimester 1 courses for which they do not want to be assessed in.

15  Saturday  Public Holiday (Fiji): Easter Saturday
Public Holiday (Samoa): Day after Good Friday
Public Holiday (Solomon Is): Holy Saturday
Trimester 1: Study week and examination period begins
<table>
<thead>
<tr>
<th>Date</th>
<th>Day</th>
<th>Events</th>
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</thead>
<tbody>
<tr>
<td>16</td>
<td>Sunday</td>
<td><strong>Public Holiday (Fiji, Vanuatu, Samoa, Cook Is, Solomon Is, Niue, Tuvalu, Nauru):</strong> Easter Monday</td>
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<tr>
<td>17</td>
<td>Monday</td>
<td><strong>Public Holiday (Nauru):</strong> Easter tuesday</td>
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<tr>
<td>18</td>
<td>Tuesday</td>
<td>Executive Committee 2/17</td>
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<tr>
<td>19</td>
<td>Wednesday</td>
<td>PDLP: 1st intake placement commences</td>
</tr>
<tr>
<td>20</td>
<td>Thursday</td>
<td>50th Anniversary Steering Committee 2/17</td>
</tr>
<tr>
<td>21</td>
<td>Friday</td>
<td>Legislation Taskforce 1/17</td>
</tr>
<tr>
<td>22</td>
<td>Saturday</td>
<td><strong>Public Holiday (Cook Islands, Niue):</strong> ANZAC Day</td>
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<tr>
<td>23</td>
<td>Sunday</td>
<td>Trimester 1: Study week and examination period ends</td>
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<tr>
<td>24</td>
<td>Monday</td>
<td>Trimester 1: Break begins</td>
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<td>25</td>
<td>Tuesday</td>
<td>May</td>
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<td>26</td>
<td>Wednesday</td>
<td><strong>Public Holiday (Republic of Marshall Islands):</strong> Constitution Day</td>
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<td>27</td>
<td>Thursday</td>
<td><strong>Public Holiday (Vanuatu):</strong> Labour Day</td>
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<td>28</td>
<td>Friday</td>
<td>Audit &amp; Risk Committee 3/17</td>
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<td>29</td>
<td>Saturday</td>
<td>Trimester 2: Deadline for adding courses</td>
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<td>30</td>
<td>Sunday</td>
<td>Trimester 1: Break ends</td>
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<tr>
<td>1</td>
<td>Monday</td>
<td>Trimester 2: Lectures commence and Invoices available via SOLS</td>
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<tr>
<td>2</td>
<td>Tuesday</td>
<td><strong>Public Holiday (Samoa):</strong> Mother’s Day</td>
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<td>Wednesday</td>
<td><strong>Public Holiday (Tuvalu):</strong> Gospel Day</td>
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<td>Thursday</td>
<td>50th Anniversary Steering Committee 3/17</td>
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<td>Trimester 2:</td>
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</tbody>
</table>
17 Wednesday  
**Public Holiday (Nauru):**  
Constitution Day

18 Thursday  
**Semester 1:** Last day of lectures  
**PDLP:** Last day for placement

19 Friday  
**Semester 1:** Study week begins  

20 Saturday  

21 Sunday  

22 Monday  

23 Tuesday  

24 Wednesday  

25 Thursday  

C84 Council Meeting

C84 Council Meeting  

Public Holiday (Vanuatu):  
Ascension Day

Trimester 2: Deadline for withdrawal from Trimester 2 courses with no financial penalty

26 Friday  
**Semester 1:** Deadline for students to withdraw from semester 1 courses that they do not wish to be assessed for.

27 Saturday  

28 Sunday  

29 Monday  
**Semester 1:** Study week ends  
**Semester 1:** Examination period begins

30 Tuesday  

31 Wednesday  

**E-LITE Committee 2/17**

**JUNE**

1 Thursday  
**Public Holiday (Samoa):**  
Independence Day

Center for Flexible Learning Committee 2/17

2 Friday  

3 Saturday  

4 Sunday  

5 Monday  

Public Holiday (Tonga):  
Emancipation Day  
Public Holiday (Cook Islands):  
The Sovereign’s Birthday  
Public Holiday (Solomon Is):  
Whit Monday  
Public Holiday (Niue):  
Queen’s Birthday

6 Tuesday  

7 Wednesday  

8 Thursday  

9 Friday  

**Semester 1:** Examination period ends  
**Trimester 2:** Last day for payment of Trimester 2 fees  
**Trimester 2:** Late payment of fee period (starts): students who have not paid their fees in full will be required to clear all outstanding fees and a late payment fee of FJS$125.00 within the 1st four (4) weeks.

**Mid year break starts**
<table>
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<tr>
<th>Date</th>
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<td>PDLP: Last day for lectures</td>
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<td><strong>Campus Life Committee 2/17</strong></td>
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<td><strong>Academic Programmes Committee 2/17</strong></td>
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<td><strong>Gender Mainstreaming Advisory Committee 2/17</strong></td>
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<td><strong>Public Holiday (Solomon Is):</strong></td>
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<td>Queen’s Birthday</td>
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<td>PDLP: Last day for lectures</td>
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<td><strong>Public Holiday (Tuvalu):</strong></td>
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<td>Queen’s Birthday</td>
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<td>Faculty assessment meetings to approve semester 1 results</td>
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<td><strong>Public Holiday (Nauru):</strong></td>
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<td>World Refugee Day</td>
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<td><strong>Teaching Quality Committee 2/17</strong></td>
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<td><strong>Student Discipline Committee 2/17</strong></td>
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<td><strong>Communication Information &amp; Technology Committee 2/17</strong></td>
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<td><strong>Public Holiday (Fiji):</strong></td>
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<td>National Sports &amp; Wellness Day</td>
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<td>Semester 2: Deadline for application to resume studies from student</td>
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<td>applying within six semesters since they were last registered.</td>
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<td><strong>PDLP:</strong> 2nd Intake Application deadline</td>
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<td>31</td>
<td>Monday</td>
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</tbody>
</table>

**50th Anniversary Steering Committee 4/17**

**Semester 2:** Academic Advisory week; Registration continues

**Semester 2:** Deadline for application for admission from students new to USP, and students applying after a lapse of six semesters. Applications received after this date will incur a late application fee

**Public Holiday (Tonga):**
King George Tupou VI’s Birthday

**EC Sub Committee on PNG’s Admission 3/17**

**Semester 2:** Deadline for late application for admission

**Nominations Committee 3/17**

**Space Management Committee 3/17**
7 Friday

Public Holiday (Cook Islands):
Ra O Te Ui Ariki
Public Holiday (Solomon Is):
Independence Day
Public Holiday (Republic of Marshall Islands):
Fisherman’s Day

Trimester 2: Late payment of fee period (ends): students who have not paid their fees in full will be required to clear all outstanding fees and a Late Payment fee of FJ$125.00 within the 1st four (4) weeks.

PDLP: Deadline for late registration (adding of courses)

Semester 2: Deadline for registration for all campuses. Students who register for courses after this date will be charged a late registration fee.

8 Saturday

Trimester 2: Late Payment of Fee Period: Students who have not paid their fees in full by this date will be liable for late payment fee as follows:
• $150.00 (next 4 weeks after 07 July)
• $200.00 thereafter.

9 Sunday

Mid year break ends

10 Monday

Public Holiday (Kiribati):
Gospel Day

Semester 2: Lectures commence

PDLP: Orientation and lectures commence

11 Tuesday

Public Holiday (Kiribati):
Senior Citizen Day

12 Wednesday

Public Holiday (Kiribati):
National Day

Senate 2/17

13 Thursday

Public Holiday (Kiribati):
National Culture Day

University Scholarships Committee 3/17

14 Friday

University Scholarships Committee 3/17

Pacific TAFE: Semester 2: Application for admission closing date

15 Saturday

16 Sunday

17 Monday

Staff Policy Committee 3/17

18 Tuesday

Pacific TAFE: Semester 2: Application for admission closing date

19 Wednesday

PDLP: Deadline for withdrawal of courses with no financial penalty

Semester 2: Deadline for late registration

Semester 2: Deadline for adding courses for those who registered within the registration period (no late fees will be charged)

Pacific TAFE: Semester 2: Last day of registration

20 Thursday

21 Friday
22 Saturday
23 Sunday
24 Monday

Public Holiday (Vanuatu):
Children’s Day
PDLP: Invoices available via SOLS
Audit & Risk Committee 4/17

25 Tuesday
26 Wednesday

University Scholarships Committee 4/17

27 Thursday
28 Friday

Trimester 2: Lectures end
Deadline for students to withdraw from Trimester 2 courses for which they do not want to be assessed in.
Semester 2: Deadline for dropping courses without incurring any tuition fee. Any courses dropped after this date will incur the full tuition fee
Pacific TAFE: Semester 2: Last day of withdrawal from courses without incurring any tuition fees

29 Saturday
30 Sunday

Public Holiday (Vanuatu):
Independence Day
Public Holiday (Kiribati):
Youth Day
Public Holiday (Vanuatu):
Independence Day Holiday
Finance & Investment Committee 3/17

31 Monday

AUGUST
1 Tuesday
2 Wednesday

Executive Committee 3/17
E-LITE Committee 3/16
Center for Flexible Learning Committee 3/17
Public Holiday (Cook Islands):
Constitution Day

5 Saturday
6 Sunday
7 Monday
8 Tuesday
9 Wednesday
10 Thursday
11 Friday
12 Saturday
13 Sunday
14 Monday

Public Holiday (Tuvalu):
National Children’s Day

50th Anniversary Steering Committee 5/16

15 Tuesday

Trimester 2: Examination period ends
Trimester 2: Break begins

Public Holiday (Samoa):
Father’s Day
Public Holiday (Vanuatu):
Assumption Day
Campus Life Committee 3/17
2017 PRINCIPAL DATES

16 Wednesday
17 Thursday
18 Friday

**Academic Programmes Committee 3/17**
**Gender Mainstreaming Advisory Committee 3/17**

**Semester 2**: Deadline for payment of semester 2 fees for all campuses

**PDLP**: Deadline for payment of fees

19 Saturday
20 Sunday
21 Monday
22 Tuesday
23 Wednesday
24 Thursday

**University Research Committee 2/17**
**Teaching Quality Committee 3/17**
**Student Discipline Committee 3/17**
**Communication, Information & Technology Committee 3/17**

25 Friday

**Trimester 3**: Last day to add courses

26 Saturday

Mid Semester Break starts

27 Sunday

**Trimester 2**: Break ends

28 Monday

**Trimester 3**: lectures commence and Invoices available via SOLS

29 Tuesday
30 Wednesday
31 Thursday

SEPTEMBER

1 Friday

**Public Holiday (Republic of Marshall Islands):**
Dri-Jerbal Day

2 Saturday
3 Sunday
4 Monday
5 Tuesday
6 Wednesday
7 Thursday

6 Friday

**EC Sub Committee on PNG’s Admission 4/17**
**Space Management Committee 4/17**
**Public Holiday (Fiji):**
Constitution Day

8 Friday

**Trimester 3**: Last day for withdrawal from Trimester 3 courses with no financial penalty

**PDLP**: Deadline for all students to withdraw from courses that they do not wish to be assessed in

9 Saturday
10 Sunday
11 Monday
12 Tuesday
13 Wednesday
14 Thursday
15 Friday
16 Saturday
17 Sunday
18 Monday

**Remuneration Committee 2/17**

**Senate 3/17**
**Audit & Risk Committee 5/17**

**Public Holiday (Tonga):**
Crown Prince’s Birthday
Census Night
2017 PRINCIPAL DATES

19 Tuesday
Staff Policy Committee 4/17

20 Wednesday
Space Management Committee 4/17

Laucala Campus Graduation

Trimester 3: Deadline for payment of trimester 3 fees

21 Thursday
Trimester 2: Late Payment of Fee Period (starts):
Students who have not paid their fees in full will be required to clear all outstanding fees and a late payment fee of FJ$125.00 within the 1st four (4) weeks.

22 Friday
Laucala Campus Graduation

Trimester 3: Deadline for payment of trimester 3 fees

23 Saturday
Finance & Investment Committee 4/17

24 Sunday
Public Holiday (Nauru):
Youth Day

25 Monday
E-LITE 4/17

26 Tuesday
Center for Flexible Learning Committee 4/17

27 Wednesday
Public Holiday (Republic of Marshall Islands):
Manit Day

28 Thursday
Solomon Island Campus Graduation

30 Saturday
OCTOBER

1 Sunday
Public Holiday (Tuvalu):
Tuvalu Day

2 Monday
Executive Committee 4/17

3 Tuesday
Public Holiday (Tuvalu):
Tuvalu Day

4 Wednesday
Legislation Taskforce 2/17

5 Thursday
Public Holiday (Vanuatu):
Constitution Day

6 Friday
Public Holiday (Kiribati):
Education Day

7 Saturday

8 Sunday

9 Monday

10 Tuesday
Public Holiday (Samoa):
White Sunday

11 Wednesday
Public Holiday (Fiji):
Fiji Day

12 Thursday
Gender Mainstreaming Advisory Committee 4/17

13 Friday
Campus Life Committee 4/17

14 Saturday

15 Sunday

16 Monday

17 Tuesday
PDLP: 2nd intake placement commences

Communication, Information & Technology Committee 4/17
2017 PRINCIPAL DATES

18 Wednesday
Teaching Quality Committee 4/17

19 Thursday
Public Holiday (Fiji):
Diwali
Public Holiday (Niue):
43rd Constitution Celebrations

20 Friday
Trimester 2: Late Payment of Fee Period (ends):
Students who have not paid their fees in full will be required
to clear all outstanding fees and a late payment fee of
FJ$125.00 within the 1st four (4) weeks.

21 Saturday
Trimester 2: Late Payment of Fee Period: Students who
have not paid their fees in full by this date will be liable for late
payment fee as follows:
• $150.00 (next 4 weeks after 20 October)
• $200.00 thereafter.

22 Sunday
23 Monday
Student Discipline Committee 4/17
Public Holiday (Niue):
Peniamina Gospel Day
50th Anniversary Steering Committee 6/17

24 Tuesday
25 Wednesday
Public Holiday (Nauru):
Angam Day

26 Thursday

27 Friday
Semester 2: Deadline for students to withdraw from courses
that they do not wish to be assessed in.

28 Saturday
29 Sunday
30 Monday
31 Tuesday

NOVEMBER

1 Wednesday
C85 COUNCIL

2 Thursday
C85 COUNCIL

3 Friday
Public Holiday (Tonga):
Constitutional Day

4 Saturday

5 Sunday
6 Monday
7 Tuesday
8 Wednesday
9 Thursday
10 Friday

Semester 2: Examination period ends
Trimester 3: Lectures end
PDLP: Last day for placement

11 Saturday
Trimester 3: Study week and examination period begins
<table>
<thead>
<tr>
<th>Date</th>
<th>Day</th>
<th>Event</th>
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<tbody>
<tr>
<td>12</td>
<td>Sunday</td>
<td>Senate 4/17</td>
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<td>13</td>
<td>Monday</td>
<td>Public Holiday (Republic of Marshall Islands): President’s Day</td>
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<td>14</td>
<td>Tuesday</td>
<td>Faculty Assessment meetings to approve semester 2 results</td>
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<td>15</td>
<td>Wednesday</td>
<td>Audit &amp; Risk Committee 6/17</td>
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<td>16</td>
<td>Thursday</td>
<td>Trimester 3: Study week and examination period ends</td>
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<td>17</td>
<td>Friday</td>
<td>Summer Flexi School Period starts</td>
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<td>18</td>
<td>Saturday</td>
<td>50th Anniversary Steering Committee 7/17</td>
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<td>19</td>
<td>Sunday</td>
<td>Public Holiday (Vanuatu): National Unity Day</td>
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<td>20</td>
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<td>Trimester 3: Study week and examination period ends</td>
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<td>21</td>
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<td>Summer Flexi School Period starts</td>
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<td>22</td>
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<td>50th Anniversary Steering Committee 7/17</td>
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<td>23</td>
<td>Thursday</td>
<td>Public Holiday (Kiribati): In Honour of Human Rights</td>
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<td>24</td>
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<td>Alafua Campus Graduation</td>
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<td>25</td>
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<td>PDLP: Last day for lectures</td>
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<td>26</td>
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<td>Public Holiday (Kiribati): In Honour of Human Rights</td>
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<td>Audit &amp; Risk Committee 7/17</td>
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<td>50th Anniversary Steering Committee 8/17</td>
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<td>Thursday</td>
<td>50th Anniversary Steering Committee 8/17</td>
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</table>
20 Wednesday
21 Thursday
22 Friday
Public Holiday (Kiribati):
In Honour of Christmas Day
23 Saturday
24 Sunday
Summer Flexi School Period ends
Public Holiday (Fiji, Vanuatu, Cook Is, Samoa, Solomon Is, Niue, Tuvalu, RMI, Nauru):
Christmas Day
Public Holiday (Kiribati):
In Honour of Boxing Day
25 Monday
Public Holiday (Fiji, Vanuatu, Cook Is, Samoa, Niue, Tuvalu, Nauru):
Boxing Day
Public Holiday (Solomon Is):
National Day of Thanksgiving
Public Holiday (Vanuatu):
Family Day
26 Tuesday
Public Holiday (Niue):
Public Service Holiday
27 Wednesday
28 Thursday
29 Friday
30 Saturday
31 Sunday
The following glossary will help new students understand terms commonly used at USP.

**Admission**
the assessment of the eligibility of an applicant to study a USP programme.

**Aegrotat pass**
a pass granted (on application) to a student who falls ill during, or immediately prior to, their final examination. A student’s eligibility for a pass is based on their achieving a coursework grade of B.

**Blended mode**
a course offered through the Blended (B) mode is one that blends online and face-to-face delivery. Blended courses may also have a (print) Course guide or Study guide and can be offered to both face-to-face and Distance and Flexible Learning students. Blended courses are also known as hybrid courses.

**Compassionate pass**
a pass granted (on application) to a student who, because of the death of a close family member immediately prior to their final examination, either missed the exam or performed poorly. A student’s eligibility for a pass is based on their achieving a coursework grade of B.

**Completion**
the administrative process of checking that a student has met all the requirements of a programme in which they wish to graduate.

**Competency Based Assessment**
Competency based training is a structured approach to training and assessment that is directed toward achieving specific outcomes. It is about assisting individuals to acquire skills and knowledge so they are able to perform a task to a specified standard under certain conditions.

**Core course**
a compulsory course that the students doing a particular Programme must pass.

**Course**
a component of a discipline, normally one semester or trimester long.

**Credit points**
an allocation of points to courses, units or a volume of work in education, which recognises that not all such units, courses etc. are of equal value, cover comparable level and depth of learning outcomes and/or require equal time and or effort on the part of students.

**Credit transfer**
a process for enabling students to have their learning experiences typically, but not necessarily, whole courses from another faculty or higher education institution recognised as equivalent in content and, particularly, learning outcomes to those within USP’s educational offerings.
<table>
<thead>
<tr>
<th><strong>Terminology and Abbreviations</strong></th>
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<tbody>
<tr>
<td><strong>Direct credit</strong></td>
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<td><strong>Discipline</strong></td>
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<td><strong>Elective course</strong></td>
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<tr>
<td><strong>Enrolment</strong></td>
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<tr>
<td><strong>Face-to-face mode</strong></td>
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<td><strong>Faculty</strong></td>
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<tr>
<td><strong>Flexi-school</strong></td>
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<td><strong>Grade point average</strong></td>
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<td><strong>Major</strong></td>
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<tr>
<td><strong>Minor</strong></td>
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<tr>
<td><strong>Mode of study</strong></td>
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<tr>
<td><strong>Moodle</strong></td>
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<tr>
<td><strong>Online mode</strong></td>
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<tr>
<td><strong>Prerequisite course</strong></td>
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<tr>
<td><strong>Print mode</strong></td>
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lectures and do not normally offer face-to-face tutorials during the semester of offer. Print courses are those offered through Distance and Flexible Learning and the learning materials are provided through printed course and study guides.

Programme
an arrangement of courses fitting the requirements for a USP qualification such as a certificate, a diploma or a degree.

RPL
Recognition of Prior Learning (RPL) is a form of assessment that acknowledges skills and knowledge gained through: formal training conducted by industry or education, work experience, life experience

Registration
the process of electronic or manual approval, by appropriate authorities, of students’ chosen courses.

Restricted pass
a pass granted to a student who has marginally failed the final course required to complete their Programme.

School
one of the administrative units into which a faculty may be divided. Usually a school takes its name from the disciplines it teaches. Schools generally have a large number of students and/or are responsible for the award of a degree.

Semester
the normal duration for which a course is offered.

Trimester
the normal duration of a Graduate School of Business or other course, which is slightly shorter than a semester.

Tutorial
an interactive university teaching technique in which a small group of students (not usually more than 15) meets, usually once or twice a week, with an academic staff member to discuss concepts covered in recent topics or work through applied examples of theory.

University course
a compulsory interdisciplinary course for all degree programmes. Most USP courses are offered by specific disciplines, but University courses (coded UU) range across several disciplines.

ABBREVIATIONS

BA Bachelor of Arts
BCom Bachelor of Commerce
BE Bachelor of Engineering
BEd Bachelor of Education
BNC Bachelor of Netcentric Computing
BSc Bachelor of Science
<table>
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<tr>
<th>Acronym</th>
<th>Description</th>
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<tbody>
<tr>
<td>BSE</td>
<td>Bachelor of Software Engineering</td>
</tr>
<tr>
<td>CAH</td>
<td>College of Arts and Humanities</td>
</tr>
<tr>
<td>CBA</td>
<td>Competency Based Assessment</td>
</tr>
<tr>
<td>CBTH</td>
<td>College of Business, Tourism and Hospitality</td>
</tr>
<tr>
<td>CFL</td>
<td>Centre for Flexible Learning</td>
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<tr>
<td>CSTE</td>
<td>College of Science, Technology and Environment</td>
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<tr>
<td>FL</td>
<td>Flexible learning</td>
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<tr>
<td>ELSA</td>
<td>English Language Skills Assessment</td>
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<tr>
<td>FALE</td>
<td>Faculty of Arts, Law and Education</td>
</tr>
<tr>
<td>FBE</td>
<td>Faculty of Business and Economics</td>
</tr>
<tr>
<td>FSTE</td>
<td>Faculty of Science, Technology and Environment</td>
</tr>
<tr>
<td>GPA</td>
<td>Grade point average</td>
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<tr>
<td>LLB</td>
<td>Bachelor of Laws</td>
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<tr>
<td>LLM</td>
<td>Master of Laws</td>
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<tr>
<td>MA</td>
<td>Master of Arts</td>
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<tr>
<td>M Agr</td>
<td>Master of Agriculture</td>
</tr>
<tr>
<td>MBA</td>
<td>Master of Business Administration</td>
</tr>
<tr>
<td>M Com</td>
<td>Master of Commerce</td>
</tr>
<tr>
<td>Med</td>
<td>Master of Education</td>
</tr>
<tr>
<td>MEL</td>
<td>Master of Environmental Law</td>
</tr>
<tr>
<td>Moodle</td>
<td>Modular object oriented dynamic learning environment</td>
</tr>
<tr>
<td>MSc</td>
<td>Master of Science</td>
</tr>
<tr>
<td>OMDT</td>
<td>Online Mathematics Diagnostic Tool</td>
</tr>
<tr>
<td>Pacific TAFE</td>
<td>Pacific Technical and Further Education</td>
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<tr>
<td>PDLP</td>
<td>Professional Diploma in Legal Practice</td>
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<tr>
<td>PGC</td>
<td>Postgraduate Certificate</td>
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<tr>
<td>PGD</td>
<td>Postgraduate Diploma</td>
</tr>
<tr>
<td>PhD</td>
<td>Doctor of Philosophy</td>
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<tr>
<td>RPL</td>
<td>Recognition of Prior Learning</td>
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<tr>
<td>SAS</td>
<td>Student Administrative Services</td>
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<tr>
<td>SOLS</td>
<td>Student Online Services</td>
</tr>
<tr>
<td>USP</td>
<td>The University of the South Pacific</td>
</tr>
<tr>
<td>USPSA</td>
<td>The University of the South Pacific Students’ Association</td>
</tr>
<tr>
<td>FYE</td>
<td>First Year Experience</td>
</tr>
<tr>
<td>FNA</td>
<td>Foundation Arts</td>
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<tr>
<td>PA</td>
<td>Preliminary Arts</td>
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<tr>
<td>FNBS</td>
<td>Foundation Business</td>
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<tr>
<td>PBS</td>
<td>Preliminary Business</td>
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<td>FNSN</td>
<td>Foundation Science</td>
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<tr>
<td>PSN</td>
<td>Preliminary Science</td>
</tr>
<tr>
<td>WDTU</td>
<td>Workforce Development Training Unit</td>
</tr>
</tbody>
</table>
The University of the South Pacific (USP) is the premier provider of tertiary education in the Pacific region and an international centre of excellence for teaching, research and consulting on all aspects of Pacific life. USP comprises a vibrant and culturally diverse community of staff and students from its 12 member countries: Cook Islands, Fiji, Kiribati, Marshall Islands, Nauru, Niue, Samoa, Solomon Islands, Tokelau, Tonga, Tuvalu and Vanuatu, as well as many other countries worldwide.

The University is governed by a Council consisting of representatives from USP’s member countries, and senior officers of the University. The Council is advised on academic matters by the Senate. The membership of both bodies is prescribed by Statute. The University’s Charter defines the University’s objectives as:

‘… the maintenance, advancement and dissemination of knowledge by teaching, consultancy and research and otherwise for the provision of appropriate levels of education and training responsive to the well-being and needs of the communities in the South Pacific.…’

The vision of USP is:

• to be proactive in recognising and meeting the higher educational needs of its member countries
• to deliver quality learning and teaching, conduct research, and enhance quality in all University services
• to be highly regarded locally, regionally and internationally
• to provide relevant and sustainable solutions across the spectrum of contemporary challenges in the Pacific.

USP offers internationally recognised undergraduate and postgraduate programmes in a wide variety of disciplines, including accounting, agriculture, banking, finance, computing science, counselling and social services, engineering, environmental management, journalism, public administration and management, science, teaching, tourism, and many more. In addition to its teaching activities, the University has developed a strong track record in research, particularly in the areas of business management, teacher education, politics, law, Pacific studies, development, governance, marine studies, science and technology and eco-tourism.

USP is a multi-modal university, offering hundreds of courses both face-to-face and by flexible learning (FL) in a variety of modes including print, face-to-face, blended and online. Of the approximately 29,000 students currently enrolled at USP, more than half choose to study by DFL. For these students, the University’s sophisticated satellite communications network, USPNet, serves as a gateway for interaction, information, research and higher learning, providing links with USP’s three major campuses in Fiji, Samoa and Vanuatu and 12 smaller regional campuses.
REGIONAL CAMPUSES DETAILS

COOK ISLANDS

USP COOK ISLANDS CAMPUS

Director: Mr Roderick Dixon
Postal address: PO Box 130, Rarotonga,
Cook Islands
Tel: +682 29415 or 29416
Direct Ext: 41401
Fax: +682 21315
E-mail: dixon_r@usp.ac.fj
Office hours: Mondays to Fridays
8:30am – 7:00pm

KIRIBATI

USP KIRIBATI CAMPUS

Director: Dr Ueantabo Mackenzie
Postal address: PO Box 59, Bairiki,
Kiribati
Tel: +686 21085
Direct Ext. 40401
E-mail: mackenzie_u@usp.ac.fj
Office hours: Mondays to Fridays,
9:00am – 6:00pm

FIJI ISLANDS

USP LABASA CAMPUS

Director: Dr Samuela Bogitini
Postal address: Private Mail Bag,
Labasa, Fiji
Tel: +679 881 7707
Direct Ext: 32901
Fax: +679 881 5570
E-mail: bogitini_s@usp.ac.fj
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8:00am – 4:30pm

USP LAUTOKA CAMPUS

Director: Dr Pramila Devi
Postal address: Private Mail Bag,
Lautoka, Fiji
Tel: +679 666 6800
Direct Ext: 41501
Fax: +679 666 7133
E-mail: pramila.devi@usp.ac.fj
Office hours: Mondays to Fridays,
8:00am – 4:30pm

SAVUSAVU CENTRE

Coordinator: Mr Sairusi Lui
Postal Address: Private Mail Bag,
Savusavu, Fiji
Tel: +679 885 3708
Fax: +679 885 3709
E-mail: lui_s@usp.ac.fj

USP MARSHALL ISLANDS

USP MARSHALL ISLANDS CAMPUS

Director: Dr Irene Taafaki
Postal address: PO Box 3537, Majuro,
Marshall Islands
Tel: +692 625 7279
Direct Ext. 40801
Fax: +692 625 7282
E-mail: taafaki_i@usp.ac.fj
Office hours: Mondays to Fridays,
8:00am – 5:00pm

REPUBLIC OF NAURU

USP NAURU CAMPUS

Director: Ms Alamanda Lauti
Postal address: Private Bag, Post Office,
Republic of Nauru
Tel: +674 557 7462
Direct Ext: 40501
E-mail: laut_i@usp.ac.fj
Office hours: Mondays to Fridays,
8:30am – 5:00pm

NIUE

USP NIUE CAMPUS

Acting Director: Ms Maryanne Talagi
Postal address: PO Box 31, Alofi, Niue
Tel: +683 20874 or 26954
Direct Ext. 41201
Fax: +683 23424
E-mail: maryanne.talagi@usp.ac.fj
Office hours: Mondays to Fridays,
8:00am – 4:00pm
SAMOA

ALAFUA CAMPUS
Director: Mrs Ruby Va’a
Postal address: The University of the South Pacific, Private Bag, Apia, Samoa.
Tel: +685 21671
Direct Ext: 40101
Fax: +685 22933
E-mail: vaa_r@samoausp.ac.fj or enquiries@samoausp.ac.fj
Office hours: Mondays to Fridays, 8:00am – 4:30pm
After hours: Main gate: +685 21671 Ext 222 OR +68523083

SAVAI’I CENTRE
Address: Coordinator (Vacant)
Contact: Part-time Coordinator
E-mail: vaa_r@samoausp.ac.fj
Tel: +685 51467

SOLOMON ISLANDS

USP SOLOMON ISLANDS CAMPUS
Director: Dr Patricia Rodie
Postal address: PO Box 460, Honiara, Solomon Islands.
Tel: +677 21307; 21308; 21309
Direct Ext: 40201
Fax: +677 24024
E-mail: rodie_p@usp.ac.fj
Office hours: Mondays to Fridays, 8:00am – 4:30pm

GIZO CENTRE, WESTERN PROVINCE
Coordinator: Vacant
Postal address: PO Box 153, Gizo, Western Province, Solomon Islands
Tel: +677 60582
Fax: +677 60732
Office hours: Mondays to Fridays, 8:00am - 4:30pm

LATA CENTRE

TEMOTU PROVINCE
Coordinator: Mr John Peter Peniop
Postal address: PO Box 53, Lata, Temotu Province, Solomon Islands
Tel: +677 53150
Fax: +677 53150
E-mail: peniop_j@usp.ac.fj
Office hours: Mondays to Fridays, 8:00am – 4:30pm

TOKELAU

USP TOKELAU CAMPUS
Coordinator: Junior Thomas Aleta
Physical Address: Atafu, Tokelau
Tel: +690 2178 or 2137
Direct Ext: +41101
Fax: +690 22178
E-mail: junioraleta@hotmail.com

KINGDOM OF TONGA

TONGA CAMPUS
Director (Acting): Dr. Seu’ula Johansson-Fua
Postal address: PO Box 278, Nuku’alofa, Tonga
Tel: +676 29055 or 29240
Direct Ext: 40701
E-mail: seuula.johansson@usp.ac.fj
Office hours: Mondays to Fridays, 8:30am – 4:30pm

HA’APAI CENTRE
Asst. Coordinator: Ms Talei Ulufonua
Tel: +676 60099
E-mail: talei.ulufonua@gmail.com
talei.ulufonua@usp.ac.fj
VAVA’U CENTRE
Coordinator: Mrs Tupou Nonu
Tel: +676 70545
E-mail: Tupou.nonu@gmail.com
tupou.nonu@usp.ac.fj

TUVALU
USP TUVALU CAMPUS
Director (Acting): Ms Fetagisi Titivalu
Postal address: PO Box 21, Funafuti, Tuvalu
Tel: +688 20811
Direct Ext: 40902
Fax: +688 20704
E-mail: titi_f@usp.ac.fj
Office hours: Mondays to Fridays, 8:00am – 4:30pm

VANUATU
EMAILUS CAMPUS
Group Manager: Mr Ruben Bakeo Markward
Postal address: Private Mail Bag 9072
The University of the South Pacific, Port Vila, Vanuatu.
Tel: +678 22748
Direct Ext: 40301
Fax: +678 22633
E-mail: ruben.markward@vanuatu.usp.ac.fj
Office hours: Mondays to Fridays,
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SANTO CENTRE
Coordinator: Ms Gayleen George
Postal Address: Private Mail Bag 176
Luganville Santo, Vanuatu
Tel: +678 36438
Fax: +678 36299
E-mail: gayleen.george@vanuatu.usp.ac.fj

TAFEA CENTRE
Coordinator: Ms Lesbeth Jimmy
Postal address: PO Box 23,
Isangel, Taana, Vanuatu
Tel: +678 7117141 or 88726
E-mail: lesbeth.jimmy@vanuatu.usp.ac.fj

MALAMPA CENTRE
Coordinator: Mr Damien Hophand
Postal Address: P O Box 06
Norsup, Malekula Vanuatu
damien.hophand@vanuatu.usp.ac.fj

TORBA CENTRE
Coordinator: Ms Meri Worek
Physical Address: Sola, Vanua Lava, Vanuatu
Tel: +678 35748
E-mail: meri.worek@vanuatu.usp.ac.fj
Teaching and research at the University of the South Pacific are conducted mainly by the three faculties, the College of Foundation Studies and regional campuses. The faculties are: Faculty of Arts, Law and Education; Faculty of Business and Economics; and Faculty of Science, Technology and Environment. Schools within each faculty offer a wide range of programmes and courses at the undergraduate and postgraduate levels. The academic staff members in each faculty are also expected to be actively involved in research.

**FACULTY OF ARTS, LAW AND EDUCATION**

The Faculty of Arts, Law and Education includes the:

- School of Education
- School of Language, Arts and Media
- Confucius Institute
- School of Law
- School of Social Sciences
- Oceania Centre for Arts, Culture and Pacific Studies
- Institute of Education

The Faculty embraces the arts, social science, law and education disciplines. Graduates of the Faculty either follow a clear vocational pathway into teaching, legal profession, journalism, library or social work careers, or enter the workforce with a generic set of highly-regarded transferable skills. The Faculty of Arts, Law and Education offers programmes at undergraduate and postgraduate levels. Its courses are delivered face-to-face or by DFL, or both. Students can choose from a diverse range of majors in the Bachelor of Arts, while the degree programmes of Bachelor of Education and Bachelor of Laws impart the requisite body of knowledge to equip students for their future professions as teachers or lawyers. The French and Chinese language courses are new areas that promote the study of the French and Chinese languages and cultures.

**FACULTY OF BUSINESS AND ECONOMICS**

The Faculty of Business and Economics includes the:

- School of Accounting and Finance
- School of Agriculture and Food Technology
- School of Economics
- School of Government, Development and International Affairs
- School of Land Management and Development
- School of Management and Public Administration
- School of Tourism and Hospitality Management
- Graduate School of Business
- Institute of Research, Extension and Teaching in Agriculture
- Pacific Centre for Economic Policy and Modeling
- Pacific Islands Centre for Public Administration

The Faculty’s academic focus is on developing professionals who can sustain and develop the work of the public and private sectors of the region’s economies. The Faculty of Business and Economics offers programmes at undergraduate and postgraduate levels. The programmes offer opportunities either to specialise in a particular academic discipline or alternatively to obtain a
general business education. Opportunities to pursue interdisciplinary studies exist and students are encouraged to consider these. A double major including Information Systems (a discipline offered by the School of Computing, Information and Mathematical Sciences in the Faculty of Science, Technology and Environment) has proved to be especially popular.

**FACULTY OF SCIENCE, TECHNOLOGY AND ENVIRONMENT**

The Faculty of Science, Technology and Environment include the:

- School of Biological and Chemical Sciences
- School of Engineering and Physics
- School of Computing, Information and Mathematical Sciences
- School of Geography, Earth Science and Environment
- School of Marine Studies
- Institute of Marine Resources
- Institute of Applied Sciences

The programmes and courses offered by the schools of the Faculty of Science, Technology and Environment place emphasis on general principles across a broad spectrum, rather than narrow specialisation. Through this approach, the Faculty hopes to produce graduates with the flexible outlook required to adapt to a body of knowledge that is changing at an accelerating pace, as pure and applied scientists are in high demand in all USP member countries. Many Bachelor of Science students take two major disciplines, or one major and one minor discipline in their degree, providing a broad base for their future employment. The faculty also offers prescribed programmes tailored to suit the needs of students. A strong research culture in the Faculty encourages many science graduates to continue their studies at a postgraduate level.

Other sections of the University that are involved in teaching are:

**PACIFIC TECHNICAL AND FURTHER EDUCATION (PACIFIC TAFE)**

Pacific Technical and Further Education (Pacific TAFE) is a strategically amalgamated and integrated learning and teaching section which offers high quality Skills Based Qualifications (SBQ’s), Foundation and Preliminary studies. The programmes provide employment opportunities at entry and para professional levels, pathways for higher studies at USP where approved, and career advancement for working people. The four learning and teaching units are;

- College of Business, Tourism & Hospitality
- College of Arts & Humanities
- College of Science, Technology & Environment
- Workforce Development Training Unit (WDTU)

Pacific TAFE has achieved Registered Training Organisation (RTO) status with Australian Skills Quality Authority (ASQA). This means that Pacific TAFE can deliver qualifications which are accredited with Australian Qualifications Framework (AQF) and has global recognition. Ten (10) of its qualifications have been externally accredited on the Fiji Qualifications Framework (FQF) by Fiji Higher Education Commission (FHEC). The Certificate III in Commercial Cookery and Certificate IV in Hospitality Operations programmes are internationally accredited by International Centre of Excellence in Tourism & Hospitality Education (THE-ICE). The Certificate III in Early Childhood Education and Care programme has international recognition by Australian Children’s Education & Care Quality Authority (ACECQA). Certificate III in Community Development programme is internationally accredited by Australian Community Workers Association (ACWA). The Diploma of Information Technology (level 5) programme has been recognized by Skills International New Zealand confirming that Pacific TAFE’s Diploma of Information Technology (Level 5) aligns to the New Zealand Diploma in Information Technology – Technical Support (Level 5).
CENTRE FOR FLEXIBLE LEARNING

The Centre for Flexible Learning (CFL) encompasses the Programme Design and Development (PDD) Team, the Learning Systems Team (LST) and Multimedia Team (MMT). The Programme Design and Development Team develop high quality learning materials for students in flexible learning. The Learning Systems Team manages and maintains the University’s Learning Management System (Moodle) and learning technologies. The Multimedia Team offers a wide range of services in quality and innovative production of educational media including services in audio, video, graphics, photography, animation, multimedia and web design. The Centre for Flexible Learning is also responsible for training students and staff in the use of Moodle and the learning technologies and new pedagogies that are integrated with flexible learning design and development.

STUDENT LEARNING SUPPORT

Student Learning Support (SLS) which is Faculty based provides academic support to students in the form of workshops, mentoring, drop-in (individual consultation), ACTS, online support and Success@USP. SLS also offers the English Language Skills Assessment (ELSA) diagnostic test and the English Language Skills course EL001.

PACIFIC CENTRE FOR ENVIRONMENT AND SUSTAINABLE DEVELOPMENT

The Centre primarily works with relevant sections of the University, regional governments, intergovernmental organizations, CROP agencies and NGOs to promote sustainable development in the Pacific. PaCE-SD is a Centre of Excellence for teaching, training and research-based capacity building for the Pacific Islands Region.

PaCE-SD pursues its current goals through five thematic areas:

- Postgraduate Training and Teaching
- Research Publications and Consultancies
- Community Engagement and Outreach
- Capacity Building, Workshops, Conferences and Training
- Communication and Visibility

PaCE-SD’s priority areas are Climate Change and Sustainable Development. Work in these areas is carried out with support from major donor funded projects:

Supporting the European Union (EU) Global Climate Change Alliance through Capacity Building Research, Community Engagement and Applied Research (USP EU GCCA).

The Pacific Technical Vocational Education and Training (PACTVET) project of the EU funded Adaptation to Climate Change and Sustainable Energy (ACSE) programme being implemented in partnership with the Secretariat of the Pacific Community (SPC).

The USAID funded Coastal Community Adaptation project being implement with Development Alternatives International.

PaCE-SD hosts a weekly science seminar series to encourage community exchange and application of innovative research to Pacific problems and issues.

PaCE-SD student and staff alumni are working together throughout the region and the planet to build climate resilient sustainable futures for Pacific Island countries.
### Students (Headcounts)

<table>
<thead>
<tr>
<th>Year</th>
<th>Total</th>
<th>Percentage Annual Change</th>
</tr>
</thead>
<tbody>
<tr>
<td>2001</td>
<td>16,072</td>
<td>13.5%</td>
</tr>
<tr>
<td>2002</td>
<td>18,658</td>
<td>16.1%</td>
</tr>
<tr>
<td>2003</td>
<td>19,674</td>
<td>5.0%</td>
</tr>
<tr>
<td>2004</td>
<td>19,823</td>
<td>1.0%</td>
</tr>
<tr>
<td>2005</td>
<td>20,999</td>
<td>-5.0%</td>
</tr>
<tr>
<td>2006</td>
<td>20,152</td>
<td>-5.0%</td>
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<td>2007</td>
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<tr>
<td>2008</td>
<td>18,697</td>
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<tr>
<td>2009</td>
<td>20,066</td>
<td>8.0%</td>
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<tr>
<td>2010</td>
<td>21,719</td>
<td>9.6%</td>
</tr>
<tr>
<td>2011</td>
<td>23,808</td>
<td>4.9%</td>
</tr>
<tr>
<td>2012</td>
<td>24,986</td>
<td>3.4%</td>
</tr>
<tr>
<td>2013</td>
<td>25,825</td>
<td>5.9%</td>
</tr>
<tr>
<td>2014</td>
<td>27,352</td>
<td>8.6%</td>
</tr>
<tr>
<td>2015</td>
<td>29,712</td>
<td></td>
</tr>
</tbody>
</table>

### Equivalent Full-Time Students (EFTS)

<table>
<thead>
<tr>
<th>Year</th>
<th>External</th>
<th>Internal</th>
<th>TOTAL</th>
</tr>
</thead>
<tbody>
<tr>
<td>2001</td>
<td>3,319</td>
<td>4,436</td>
<td>7,756</td>
</tr>
<tr>
<td>2002</td>
<td>3,819</td>
<td>4,906</td>
<td>8,725</td>
</tr>
<tr>
<td>2003</td>
<td>3,764</td>
<td>5,649</td>
<td>9,413</td>
</tr>
<tr>
<td>2004</td>
<td>3,983</td>
<td>6,354</td>
<td>10,337</td>
</tr>
<tr>
<td>2005</td>
<td>4,414</td>
<td>6,622</td>
<td>11,063</td>
</tr>
<tr>
<td>2006</td>
<td>4,664</td>
<td>6,674</td>
<td>11,338</td>
</tr>
<tr>
<td>2007</td>
<td>4,814</td>
<td>6,145</td>
<td>10,959</td>
</tr>
<tr>
<td>2008</td>
<td>4,185</td>
<td>6,313</td>
<td>10,498</td>
</tr>
<tr>
<td>2009</td>
<td>4,426</td>
<td>5,828</td>
<td>10,254</td>
</tr>
<tr>
<td>2010</td>
<td>4,863</td>
<td>5,858</td>
<td>10,712</td>
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<tr>
<td>2011</td>
<td>5,875</td>
<td>5,750</td>
<td>11,625</td>
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<tr>
<td>2012</td>
<td>6,348</td>
<td>6,310</td>
<td>12,658</td>
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<tr>
<td>2013</td>
<td>7,502</td>
<td>6,146</td>
<td>13,648</td>
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<tr>
<td>2014</td>
<td>7,779</td>
<td>6,611</td>
<td>15,030</td>
</tr>
<tr>
<td>2015</td>
<td>8,800</td>
<td>6,969</td>
<td>15,769</td>
</tr>
<tr>
<td>2016 (YTD)</td>
<td>8,078</td>
<td>6,673</td>
<td></td>
</tr>
</tbody>
</table>

### Percentage Annual Change

<table>
<thead>
<tr>
<th>Year</th>
<th>Percentage External (a)</th>
<th>Percentage Female</th>
</tr>
</thead>
<tbody>
<tr>
<td>2001</td>
<td>42.8%</td>
<td>49.7%</td>
</tr>
<tr>
<td>2002</td>
<td>43.8%</td>
<td>52.1%</td>
</tr>
<tr>
<td>2003</td>
<td>44.0%</td>
<td>53.0%</td>
</tr>
<tr>
<td>2004</td>
<td>44.0%</td>
<td>53.0%</td>
</tr>
<tr>
<td>2005</td>
<td>43.0%</td>
<td>53.0%</td>
</tr>
<tr>
<td>2006</td>
<td>43.0%</td>
<td>52.0%</td>
</tr>
<tr>
<td>2007</td>
<td>40.0%</td>
<td>53.0%</td>
</tr>
<tr>
<td>2008</td>
<td>40.0%</td>
<td>53.0%</td>
</tr>
<tr>
<td>2009</td>
<td>43.0%</td>
<td>54.0%</td>
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<tr>
<td>2010</td>
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<td>54.0%</td>
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<tr>
<td>2011</td>
<td>51.0%</td>
<td>54.0%</td>
</tr>
<tr>
<td>2012</td>
<td>50.2%</td>
<td>54.0%</td>
</tr>
<tr>
<td>2013</td>
<td>55.0%</td>
<td>53.4%</td>
</tr>
<tr>
<td>2014</td>
<td>55.0%</td>
<td>53.5%</td>
</tr>
<tr>
<td>2015</td>
<td>55.1%</td>
<td>53.9%</td>
</tr>
<tr>
<td>2016 (YTD)</td>
<td>55.8%</td>
<td>54.3%</td>
</tr>
</tbody>
</table>

### Programme Completions (b)

<table>
<thead>
<tr>
<th>Year</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>2001</td>
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</tr>
<tr>
<td>2002</td>
<td>1,670</td>
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<tr>
<td>2003</td>
<td>1,776</td>
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<td>2004</td>
<td>2,095</td>
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<td>2005</td>
<td>2,251</td>
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<td>2006</td>
<td>2,442</td>
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<tr>
<td>2007</td>
<td>2,505</td>
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<tr>
<td>2008</td>
<td>2,397</td>
</tr>
<tr>
<td>2009</td>
<td>2,665</td>
</tr>
<tr>
<td>2010</td>
<td>2,545</td>
</tr>
<tr>
<td>2011</td>
<td>2,604</td>
</tr>
<tr>
<td>2012</td>
<td>4,454</td>
</tr>
<tr>
<td>2013</td>
<td>4,191</td>
</tr>
<tr>
<td>2014</td>
<td>1,374</td>
</tr>
</tbody>
</table>

**Notes:**

a) 'Internal' includes only face-to-face, while 'External' includes flexi-school, print, blended and online mode enrolments.
b) Pre-2014, awards excludes pre-degree and continuing education awards. Post-2014, awards includes pre-degree and Pacific TAFE awards.
c) 2015 enrolments and awards is year-to-date as at 18th October, 2016.
VISITOR OF THE UNIVERSITY
Sir James Bruce Robertson KNZM, VGSM, BA, LLB Otago, LLM Virginia, Hon LLD Otago

OFFICERS OF THE UNIVERSITY

Chancellor
Hon Henry Puna, Prime Minister & Minister of Education of Cook Islands
(1 July 2016 – 30 June 2017)

Pro-Chancellor
Mr Winston Thompson (1 January 2016 – 31 December 2018)

Vice-Chancellor and President
Professor Rajesh Chandra, BA GCEd MA S.Pac. PhD Br.Col.

Deputy Vice-Chancellor (Learning, Teaching & Student Services)
Professor Richard Kevin Coll, BSc PhD Canterbury ScEdD Curtin

Deputy Vice-Chancellor (Research, Innovation & International)
Professor Derrick Armstrong, BPhil Lond. MEd PhD Lanc.

Vice-President (Administration)
Vacant

Vice-President (Regional Campuses & Property & Facilities)
Dr Giulio Masasso Tu’ikolongahau Paunga, BA Wesleyan MA PhD Daito Bunka
The Pro-Chancellor and Chair of Council
Mr Winston Thompson

Vice-Chancellor and President
Professor Rajesh Chandra, BA GCED MA S.Pac. PhD Br.Col.

One member appointed by each of the governments of the following regional countries -

Cook Islands
Minister for Education

Republic of Kiribati
Minister for Education

Republic of the Marshall Islands
Minister for Education

Republic of Nauru
Minister for Education

Niue
Minister for Social Services

Solomon Islands
Minister for Education

Tokelau
Minister for Education

Tuvalu
Minister for Education

Kingdom of Tonga
Minister for Education

Republic of Vanuatu
Minister for Education

Two members appointed by the Government of Samoa
Minister for Education
Chief Executive Officer, Ministry of Finance
Five members appointed by the Government of the Republic of the Fiji Islands
Minister for Education
Permanent Secretary, Ministry for Education
Permanent Secretary, Ministry of Economy
Ms Fay Yee, BA CA
Mr Iowane Naiveli, BA S.Pac. CA CPP

One member appointed by each of the Governments of Australia and New Zealand
Professor Janice Reid, AM FASSA BSc Adelaide MA Hawaii MA PhD Stanford appointed by the Government of Australia
Hon Steve Maharey, MA Sociology, Massey, appointed by the Government of New Zealand

The Secretary-General of the Pacific Islands Forum Secretariat or a Nominee of the Secretary-General

Two professors of the University appointed by the University Senate in accordance with Statute 29(s);
Professor Konai Helu Thaman, BA Auck. MA Calif. PhD S.Pac.
Professor Arvind Patel, BA S.Pac. MCOM NSW PhD Qld.

Two members of the University staff, at least one of whom is a member of the non-professorial academic staff, to be elected or appointed in accordance with the relevant Ordinance;
Professor Govinda Lingam, BA, PGDipEd MA S.Pac. PhD Griff.
Mr Dhiraj Bhartu, BInfTech C.Qld. PGDip MCIS S.Pac.

Two registered students of the University to represent the student body, one to represent the students based at the Laucala campus, and one to represent students at other University campuses in the region, both students to be elected or appointed in accordance with the relevant Ordinance;
USPSA Federal Chairperson
USPSA Federal Deputy Chairperson

Up to seven persons co-opted by the Council, at least one of whom must be a graduate of the University, in accordance with the Statute 14(1).
Dr Kabini Sanga, BA GCE S.Pac. MEd Regina PhD Saskatchewan
Ms Fekitamoeloa ’Utoikamanu, BCom MCom Auck. Deputy Pro-Chancellor
Mr Digby Bossley
Ms Kate Vusoniwailala, BA (Hons) Lancaster PGD Manchester MBA S.Pac.
Ms Lorna A. Johansson, BCom Auck.

Secretary to Council
Ms Lily Vesikula, BA Political Sc/Admin MBA S.Pac.
In Attendance
Executive Director of Finance
Officers in attendance to Government representatives
Representatives of DFAT, MFAT, ADB
Any other persons at the request of the Pro-Chancellor
Staff members at the request of the Vice-Chancellor and President

COMMITTEES OF COUNCIL
Updated 14 October 2016
(Sub-committees of the Committees of Council are not listed)

EXECUTIVE COMMITTEE (EC)
Pro-Chancellor and Chair of Council (Chair)
Vice-Chancellor and President
Deputy Pro-Chancellor
Chairs of such other committees as the Council shall from time to time decide
Not fewer than five members of the Council appointed by the region as members, at least one of
whom must be from Fiji
Such other members of the Council, not exceeding three, as the Council may appoint for terms of
up to three years.
Secretary
Council and Senate Secretariat

AUDIT AND RISK COMMITTEE (ARC)
Three non-USP staff member of Council, one of whom shall be Chair, who is appointed by Council
Two independent persons with relevant accounting, auditing and/or risk management expertise
or with some experience or knowledge of risk management from outside the University appointed
by Council on the recommendation of the Committee
Secretary
Council and Senate Secretariat

In Attendance
Vice-Chancellor and President
Vice-President (Administration)
Executive Director of Finance
Internal Auditor (where applicable)
A representative of the External Auditors (where applicable)
Other persons may be invited to attend as necessary
FINANCE AND INVESTMENTS COMMITTEE (FIC)
Ms Lorna A. Johansson (Chair), Council member appointed by the Council
Ex-Officio members - Pro-Chancellor and Chair of Council and Vice-Chancellor & President
Three Council members, one of whom must be from Fiji, and at least one of whom has financial expertise appointed by the Council
At least two independent members from outside the University with expertise in financial, governance or legal matters, appointed by the Council
One member of the Senate with financial expertise appointed by the Senate
One Laucala based student appointed by the USPSA Federal
One academic or professional member of USP Staff elected by the staff

Secretary
Council and Senate Secretariat

In Attendance
Executive Director of Finance

REMUNERATION COMMITTEE (Rem Com)
Pro-Chancellor & Chair of Council (Chair) Note: with the Deputy Chair of Council as the Chair’s alternate
Vice-Chancellor and President (except that the Vice-Chancellor and President will be excluded from the Committee for matters involving him or her)
Chair of Audit and Risk Committee
Chair of Finance and Investments Committee
Two members of Council neither of whom is a staff member or a student

Secretary
Council and Senate Secretariat

JOINT COMMITTEES OF COUNCIL AND SENATE

APPOINTMENTS COMMITTEE

(1) Academic Appointments

(a) Professorial appointment
Vice-Chancellor and President (Chair)
Deputy Vice-Chancellors
Dean of faculty in which the appointment is to be made
Dean of another faculty
Two professors, with one being from another faculty
One or two non-staff members of Council
(b) Sub-professorial appointment

Vice-Chancellor and President or nominee (Chair)
Dean of faculty in which the appointment is to be made
Dean of another faculty or nominee
Head of school or department in which the appointment is to be made

(2) Institute Appointment

Vice-Chancellor and President or nominee (Chair)
Director of the institute
Director of another institute
Dean of a faculty

(3) Appointments to comparable posts

Vice-Chancellor and President or nominee (Chair)
Head of section in which the appointment is to be made
Two other heads of faculties/sections/institutes
Two non-staff members of Council for an appointment at professorial level

Secretary
Human Resources

HONORARY DEGREES COMMITTEE (HDC)

Pro-Chancellor and Chair of Council (Chair)
Two members of Council who are not members of Senate to be appointed by Council
Vice-Chancellor and President
Deputy Vice-Chancellor (Learning, Teaching & Student Services)
Two members of the Senate to be appointed by Senate

Secretary
Council and Senate Secretariat

STUDENT DISCIPLINE APPEALS COMMITTEE (SDAC)

Pro-Chancellor’s nominee as Chair
The Vice-Chancellor and President or his/her nominee;
Two members of the Discipline Committee, one of whom shall be a representative of USPSA

Secretary
Council and Senate Secretariat
THE SENATE

Under Statute 27 (1)

(a) **EX–OFFICIO MEMBERS**
The Vice-Chancellor and President (who shall be Chair of the Senate)
The Deputy Vice-Chancellor(s) and Vice-President(s)
The Pro Vice-Chancellor(s)
The Deans
The Director Centre for Flexible Learning
The Director Information Technology Services
The University Librarian

(b) **ELECTED MEMBERS**
Two Heads of School per faculty to be elected by academic staff of the faculty
Three Professors per faculty elected by academic staff of the faculty
Five non-professorial academic staff to be elected by all academic staff, at least three of whom shall be women
Three Directors of Campus outside Fiji, at least one of whom shall be a woman, to be elected by all Directors of Campus
Four student members, at least two of whom shall be women, to be appointed or elected in accordance with Ordinances of the University

(c) **APPOINTED MEMBER**
A member appointed from any academic institution which is affiliated or otherwise associated with the University, on such terms as the Council may from time to time determine.

**Secretary**
Council and Senate Secretariat

**In Attendance**
Associate Deans (Learning and Teaching)
Associate Deans (Research and Graduate Affairs)
Associate Deans (Planning and Quality)
Group Manager, Campus Life
Group Manager, Student Administrative Services
Senior Quality Coordinator, Planning and Quality
Director, Pacific Centre for Environment and Sustainable Development
Director, Pacific Technical and Further Education
COMMITTEES OF SENATE
(Sub-committees of the Committees of Senate are not listed)

ACADEMIC PROGRAMMES COMMITTEE (APC)
Deputy Vice-Chancellor (Learning, Teaching & Student Services), Chair
Two Professors of the Senate appointed by the Senate
Associate Deans (Learning & Teaching)
One Head of School per Faculty appointed by the Dean
Director, Pacific TAFE
Director, Centre for Flexible Learning
Group Manager, Student Administrative Services
President of USPSA Federal
One student representative appointed by the President of USPSA Federal

Secretary
Council and Senate Secretariat

TEACHING QUALITY COMMITTEE (TQC)
Deputy Vice-Chancellor (Learning, Teaching & Student Services), Chair
Associate Deans (Planning & Quality)
Director, Pacific TAFE
Deputy Director, Centre for Flexible Learning
University Librarian
One Head of School per Faculty appointed by the Dean
Two Campus Directors, appointed by the Vice-Chancellor and President
A representative from the e-LITE Committee, appointed by the Chair
Senior Quality Assurance Officer
President of USPSA Federal
One student representative appointed by the President of USPSA Federal

Secretary
Council and Senate Secretariat

STUDENT DISCIPLINE COMMITTEE (SDC)
The Vice-Chancellor and President or nominee on the Alafua, Emalus and Laucala Campuses, who shall be the Permanent Chair of the Committee
Three members selected from a panel approved by the Senate and submitted to the Vice-Chancellor
Two executive members of the Branch Association
A member of USPSA Federal Council nominated by the Council

Secretary
Council and Senate Secretariat

UNIVERSITY RESEARCH COMMITTEE (URC)
Deputy Vice-Chancellor (Research, Innovation & International), Chair
Associate Deans for Research (Faculty Research Committees)
Research Cluster Leaders or nominee
One representative of the Institutes
University Librarian
A representative nominated by Regional Campus Directors
Postgraduate Student representative [nominated by USPSA Federal]

**Secretary**
Council and Senate Secretariat

**In Attendance**
Research Manager
Director of Finance or nominee
Any person requested by the Chair

**UNIVERSITY RESEARCH ETHICS COMMITTEE (UREC)**
Deputy Vice-Chancellor (Research, Innovation & International), Chair
Deputy Vice-Chancellor (Learning, Teaching & Student Services) or nominee
Deans or nominees
Legal Representative from the School of Law

**Secretary**
Council and Senate Secretariat

**In attendance**
Chair to determine as necessary

**UNIVERSITY SCHOLARSHIP COMMITTEE (USC)**
Deputy Vice-Chancellor (Learning, Teaching & Student Services), Chair
Deputy Vice-Chancellor (Research, Innovation & International)
Director PaCE-SD or nominee
Director Pacific TAFE
University Scholarships Officer
One Student Representative appointed by USPSA Federal

**Secretary**
Council and Senate Secretariat

**In Attendance**
Director Finance or nominee
Group Manager, Student Administrative Services
Executive Officer, DVC (LTSS)
CAMPUS LIFE COMMITTEE (CLC)
Deputy Vice-Chancellor (Learning, Teaching & Student Services), Chair
Three Senate members appointed by the Senate
Three students (two undergraduate and one postgraduate) appointed by USPSA (2 Laucala, 1 from Alafua or Emalus)
One representative per Faculty appointed by the Dean
Group Manager, Campus Life
Executive Director of Finance or nominee
A Campus Director from either Alafua or Emalus
Team Leader, Student Learning Support, CFL
USP Chaplain
Chair, Student Discipline Committee
International Students Officer
Director of Commercial nominee
Director of Properties & Facilities nominee

Secretary
Council and Senate Secretariat

In Attendance
One Representative of Student Administrative Services

COMMUNICATIONS, INFORMATION AND TECHNOLOGY COMMITTEE (CITC)
Vice-President (Administration), Chair
Three Regional Campus Directors to be elected by the Campus Directors
Deans or nominee
Director, Centre for Flexible Learning or nominee
University Librarian
Director, ITS
Director, Development, Marketing & Communications or nominee
Head of School of Computing, Information and Mathematical Sciences
Two students appointed by the USPSA, one being a regional representative and one being a Laucala Campus representative

Secretary
Council and Senate Secretariat

EDUCATION FOR SUSTAINABLE DEVELOPMENT ADVISORY COMMITTEE (ESDAC)
Director PaCE-SD, Chair
One representative per Faculty appointed by the Dean
Deputy Vice-Chancellor (Learning, Teaching & Student Services) or nominee
Deputy Vice-Chancellor (Research, Innovation & International) or nominee
Director, Pacific TAFE
Director of the Pacific Islands Centre for Public Administration
Head of School of Education
UNESCO Chair
One undergraduate student and one postgraduate student appointed by the USPSA

Secretary
PaCE-SD

In Attendance
Chair to determine as necessary

GENDER MAINSTREAMING ADVISORY COMMITTEE (GMAC)
Dr Akanisi Kedrayate, Dean FALE (Chair)
Ms Sin Joan Yee, University Librarian and CROP Gender Focal Point
One representative from each Faculty
Director Pacific TAFE
Professor Vijay Naidu, SDGIA
Gender Co-ordinator
President USPSA or nominee
Director HR or nominee
Director CFS or nominee
Regional Campus nominee
Gender Advisor from the Pacific Islands Forum Secretariat
A representative from UN Women

Secretary
Council and Senate Secretariat

MEDALS AND PRIZES COMMITTEE (MPC)
Deputy Vice-Chancellor (Learning, Teaching & Student Services), Chair
Deputy Vice-Chancellor (Research, Innovation & International)
Deans or Nominees

Secretary
Council & Senate Secretariat

In Attendance
Group Manager, Student Administrative Services

LIBRARY ADVISORY COMMITTEE (LAC)
Vice-Chancellor’s nominee as Chair
Vice-President (Administration)
Two representatives each from each Faculty
One representative from the Centre for Flexible Learning
Two representatives from the Federal body of USPSA
University Librarian
One representative from IT Services

Secretary
Library
CHANCELLORS, PRO-CHANCELLORS AND VICE-CHANCELLORS

Updated 14 October, 2016

CHANCELLORS

The Chancellor is the titular head of the University

Prime Minister of Cook Islands (July 2016 - June 2017)
President of Vanuatu (July 2015 – June 2016)
Governor General of Tuvalu (July 2014 – June 2015)
His Majesty, The King of Tonga (July 2013-June 2014)
Ulu o Tokelau (July 2012-June 2013)
Governor-General of the Solomon Islands (2011-June 2012)
Head of State of Samoa (2010-April 2011)
President of the Republic of Nauru (2009-2010)
President of the Republic of the Marshall Islands (2008-2009)
President of Kiribati (2007-2008)
Head of State (Queen’s Representative), Cook Islands (2006-2007)
Ulu o Tokelau (2003-2006)
His Excellency Sir Tulaga Manuella, Governor–General of Tuvalu (1997-2000)
Rt Hon Sir Geoffrey Henry, Prime Minister of Cook Islands (1992-1995)
His Excellency President Frederick Karolmuana Timakata of Vanuatu (1989-1992)
His Highness Susuga Malietoa Tanumafili II of Samoa (1986-1989)
Rt Hon Jeremia Tabai, President of Kiribati (1983-1986)
Rt Hon Sir Baddeley Devesi, Governor–General of Solomon Islands (1980-1983)
Rt Hon Ratu Sir Kamisese Mara, Prime Minister of Fiji (1977-1979)
His Excellency President Hammer DeRoburt of Nauru (1974-1976)
His Majesty King Taufa’ahau Tupou IV of Tonga (1971-1973)

PRO-CHANCELLORS

Mr Winston Thompson (1 January 2016 – 31 December 2018)
Mrs Fekitamoeloa ‘Utoikamanu (13 April 2015 – 31 December 2015), Acting
Mr Ikbal Jannif (1 July 2012-12 April 2015)
Hon Fiame Naomi Mata’afa of Samoa (2006-30 June 2012)
Hon Dr Senipisi Langi Kavaliku of Tonga (2000–2006)
Mr Savenaca Siwatibau of Fiji (1997–1999)
Mr Jeremia Tabai of Kiribati (1991–1997)
Mr Henry Naisali of Tuvalu (1985–1990)
Hon Mosese Qionibaravi of Fiji (1981–1985)
Hon Dr Senipisi Langi Kavaliku of Tonga (1976–1981)
Masiofo Fetauimalemau Mata’afa of Samoa (1971–1976)

**VICE-CHANCELLORS**
Professor Rajesh Chandra (2008–present), Vice-Chancellor & President
Professor Anthony Tarr (2005–2007)
Mr Savenaca Siwatibau (2001–2003)
Mr Esekia Solofa (1992–2001)
Mr Geoffrey Caston (1983–1992)
Professor Frank Brosnahan (1982–1983)
Dr James Maraj (1975–1982)
Dr Colin Aikman (1968–1974)
HONORARY DEGREES AND TITLES

The following persons have been awarded the honorary degree of Doctor of The University of the South Pacific:

Hon Tuilaepa Sailele Malielegaoi, Prime Minister of Samoa (2015)
His Excellency Anote Tong, President of Kiribati (2015)
Mrs Marjorie Tuainekore Crocombe of the Cook Islands (2010)
Dr John E. Randall of the United States of America (2008)
Dr Senipisi Langi Kavaliku of Tonga (2007)
Masiofo La’ulu Fetaumaalemau Mata’afa of Samoa (2004)
Sir Geoffrey Arama Henry of the Cook Islands (2000)
Dr ‘Ilaisa Futa-i-Ha’angano Helu of Tonga (1998)
Mr Satya Nand Nandan of Fiji (1996)
Professor Yash Pal Ghai of Kenya (1995)
His Excellency Frederick Karlomuana Timakata, President of Vanuatu (1993)
Professor Kenneth Back of Australia (1992)
Dr Colin Campbell Aikman of New Zealand (1992)
His Highness Susuga Malietoa Tanumafili II, Head of State of Samoa (1989)
Dr Francis Raymond Fosberg of the United States of America (1989)
Hon Jeremia Tabai, President of Kiribati (1988)
Henry Evans Maude of Australia (1987)
Rev John A. Garrett of Fiji (1983)
Dr James Ajodhya Maraj of Fiji (1983)
Hon Mahe Tupounia of Tonga (1983)
His Excellency Sir Baddeley Devesi, Governor–General of the Solomon Islands (1983)
Her Excellency Mrs Indira Gandhi, Prime Minister of India (1981)
Rt Hon Ratu Sir Kamisese Mara, Prime Minister of Fiji (1980)
Rt Hon Michael Somare, Prime Minister of Papua New Guinea (1978)
His Excellency President Hammer DeRoburt of Nauru (1976)
His Majesty King Taufa’ahau Tupou IV of Tonga (1973)

HONORARY MASTERS OF THE UNIVERSITY

The following persons have been awarded the honorary degree of Master of The University of the South Pacific:

Mr Sepeti Matararaba of Fiji (2008)
Mr Mana Strickland of Cook Islands (1995)
Mr Jogindar Singh Kanwal of Fiji (1993)
Mrs Susan Parkinson of Fiji (1991)
Mr Taira Rere of the Cook Islands (1990)
EMERITUS PROFESSORS OF THE UNIVERSITY

The following persons have been awarded the honorary title of Professor Emeritus of the University of the South Pacific:

Randolph Thaman, BA MA UC Berkeley PhD UCLA (2014)
Crosbie Walsh, BA MA VUW PhD Massey (2014)
Subramaniam Sotheeswaran, BSc Ceyl. PhD DSc Hull (2008)
Donald Edgar Paterson, BA LLB LLM VUW LLM JSD Yale (2001)
Raymond Wright, OBE BSc PhD Lond. (1988)
Ronald Crocombe, BA NZ PhD ANU (1987)
STAFF OF THE UNIVERSITY

As at October 2016

SENIOR MANAGEMENT OFFICERS

Vice-Chancellor and President
Rajesh Chandra, BA GCEd MA S.Pac. PhD Br.Col

Deputy Vice-Chancellor (Learning, Teaching & Student Services)
Richard Kevin Coll, BSc PhD Canterbury ScEdD Curtin

Vice-President (Regional Campuses & Property & Facilities)
Giulio Masasso Tu’ikolongahau Paunga, BA Wesleyan MA PhD Daito Bunka

Vice-President (Administration)
vacant

Deputy Vice-Chancellor (Research, Innovation & International)
Derrick Armstrong, BPhil Lond. MEd PhD Lanc.

Dean, Faculty of Arts, Law and Education
Akanisi Kedrayate, MEd Glas. PhD NE

Dean, Faculty of Business and Economics
Arvind Patel, BA S.Pac. MCom NSW PhD Qld (Acting)

Dean, Faculty of Science, Technology and Environment
Anjeela Jokhan, BSc PGDip MSc S.Pac. PhD Brist.

Executive Director Finance
Kolinio Boila BA MBA S.Pac.
FACULTY OF ARTS, LAW AND EDUCATION

Dean of Faculty
Akanisi Kedrayate, MEd Glas. PhD NE

Associate Dean (Planning & Quality)
Donald Bruce Yeates, BA W.Ont. MDiv VST MA PhD PNG

Associate Dean (Postgraduate Affairs & Research)
Cresantia Koya-Vaka’uta, BEd MA PhD S.Pac.

Associate Dean (Learning, Teaching & Student Support)
Salanieta Bakalevu, BEd S.Pac. BEd Hons PhD Waik.

Finance & Admin Officer
vacant

Student Learning Specialist
Siniva Laupepa, BEd GTT S.Pac. MAAppL Waik.
Niseta Buatava, BEd PGDip S.Pac.
Ana Kitolelei, BEd PGDip MA S.Pac.

FYE Coordinator
Kapil Nadan, BSc PGDip GCE S.Pac.

SCHOOL OF EDUCATION

Professor of Pacific Education and Culture
Konaiholeva Thaman, BA Auck. MA Calif. PhD S.Pac.

Professor in Teacher Education
Govinda Lingam, BA PGDipEd MA S.Pac. PhD Griff. (Head of School)

Associate Professor
Ann Cheryl Armstrong, MEd PGCHE PhD Sheff.

Senior Lecturer
Akanisi Kedrayate, MEd Glas. PhD NE
Salanieta Bakalevu, BEd S.Pac. BEdHons PhD Waik.
Cresantia Koya-Vaka’uta, BEd MA PhD S.Pac.
Mesake Rawaikela, BSc S.Pac., MSc Waik. PhD Cant.
Jeremy Dorovolomo, BEd Qld.UT MEd US Qld. PhD S.Cross

Lecturer
Amton Mwarakurmes, BEd UPNG MA Curtin PhD Victoria
Sereima Naisiliisili, BEd MA PhD S.Pac.
Lavinia Tiko, BEd PGDipEduLeadership Waik. MA Lond.Inst. PhD UNE
Leduwa Waqailiti, BA S.Pac. MA TESOL Canberra PhD Griffiths
Takuia Uakeia, BEd MEd PhD UNE MMgmt Massey
Billy Fitoo, BEd PhD S.Pac. MEd VUV
Shikha Raturi, BSc MSc CSJM GTT PGDip MEd PhD S.Pac.
Hem Dayal, MA PGDip BEd S.Pac.

Fellow
Ian Thomson

Assistant Lecturer
Temalesi Maiwaikatakata, BSc S.Pac. MSc Curtin
John Rombo, BEd PGDipEd Massey BEd UOG PNG MSpEd MEd Waik.
Vulori Sarai, BEd S.Pac. PGDipAppSci. MCN Qld'
Lalesh Sharma, BEd PGDipEd MEd S.Pac.
Kelesi Whippy, BEdPRM PGDip MA S.Pac.
Taniela Raicama, BEd PGDip MEd S.Pac.
Rosiana Lagi, BEd, PhD S.Pac. MA UNE
Mereseini Tikoduadua, BEdPRM PGDEd S.Pac. MEd Tas.

French Coordinator
Daniela Molnar, BA MA Bucharest

Teaching Assistant
Kusum Prakash, BA PGDip S.Pac. MEd S.Qld.

SCHOOL OF LANGUAGE, ARTS AND MEDIA

Professor
Sudesh Mishra, BA W’gong PhD Flin. (Head of School)

Associate Professor
vacant

Senior Lecturer
Mohit Prasad, BA MA S.Pac. PhD W.Aust.
Shailendra Singh, MBA PGDipBStudies S.Pac. PhD Qld.
Rajni Chand, BA S.Pac. MA Griff. PhD Otago

Lecturer
Indu Chandra, BA Delhi MA PhD Alld
Matthew Hayward, BA Exe. MA Sus. PhD Durh.
Fiona Willans, MA PGCert PhD Lond.
Olivier Jutel, BA Auck. PGDip MA PhD Otago

Assistant Lecturer
Hannah Vari-Bogiri, BA PGDipArts MEd James Cook PhD S.Pac.
Olive Bryce, BA Tas. MA(AppLing) S.Qld.
Sekove Degei, BA PGDip S.Pac. MA Waik.
Anurag Subramani, BA PGDip MA S.Pac.
Ana Veikune, BA Auck. MA Canb
Mereisi Kamoe, BA S.Pac. MA Monash

IEP Subject Coordinator
Asela Tuisawau, BA S.Pac. MA Monash

Teaching Assistant
Premila Devi, BA PGCert S.Pac.
Arti Goundar, BA GCTT PGDip S.Pac.
Latileta Bolekisolomone, BA S.Pac. MA Sth. Qld
Eliki Drugunalevu, BA S.Pac.
Sanjana Lata, BA PGDip S.Pac.
Sa’a Finiasi, BEd PGDip S.Pac.
Irene Manarae
Nagin Patel, BEd PGDip S.Pac.
Renuka Prasad, BA S.Pac. PGCert Qld
Shaleshni Prasad, BAGC S.Pac. MA Univ. of Lille
Rajendra Prasad, BEd PGDip S.Pac.
Alice Rore, BA PGDip MA S.Pac.
Sekonaia Colati, BA S.Pac.
Paulini Bonaveidogo, BA PGDART S.Pac.

Pacific Languages Unit

Director
Robert Early, BA Well. BD Melb. Coll.Div MA Auck PhD ANU

Confucius Institute
Hui Yang, BA Shenyang Normal Uni MA CUMTB, PhD Tsinghua Uni (Chinese Director)
S. Joan Yee, BA S.Pac. PGDipLib N.Lond. MBIT RMIT (Local Director)
Jie Huang, BA MA(MTCSOL) Nanjing Uni
Xiaoning Lu, BA PNU, MA BLCU & BNU
Xiaoshi Wang, BA BNU, MA Renmin Uni
Guishuang Yang, BA MA Guangxi Normal Uni
Jianjun Chang, BA Shandong Uni.
Bin Sun, BA MA PhD BUPT

SCHOOL OF LAW

Professor
Eric Colvin, BA Oxf. MA Reading LLM Tor. PhD Camb. (Head of School)

Emeritus Professor
Donald Paterson, BA LLB Well. LLM JSD Yale

Associate Professor
Seán Patrick Donlan, BA Houston JD Louisiana PhD Trinity (Dub.)

Senior Lecturer
Nainendra Nand, BA N.Lond LLM KCL
Pierre-Jean Bordahandy, LLB UPPA Pau LLM PhD Aix-Mars. LLM Stockholm PhD Qld.
Wilfred Golman, LLB UPNG LLM PhD Arizona
Anita Jowitt, LLB Otago, GCHEd UNSW, PhD S.Pac.

Lecturer
Sunita Bois-Singh, LLB, LLM S.Pac. (Training Leave)
Joseph Foukona, LLB LLM S.Pac. LLM Well.
Aruneshni Neelta, LLB PDLG S.Pac.
David Naylor, BMgt LLB Canberra GDLP College of Law LLM Syd.
Margaretha Wewerinke, BSc BA Radboud MHRD EIUC LLB Nott. PhD EUI
Lili Song, BL Shanghai MIL E.China PhD Well.

Assistant Lecturer
Nilesh Bilimoria, LLB LLM PDLG PGGT PGDCC S.Pac. GDLP Leo Cussen (Training Leave)
Pita Bulamainavai, LLB PDLG PGDip PCertHRM S.Pac. LLM MPP Syd.
Pamela Kenilorea, LLB LLM PDLG S.Pac.
Paul Mae, LLB LLM PDLG MA S.Pac. (Training Leave)
Sofia Shah, LLB PDLG GCTT S.Pac. LLM W’gong
Pradeep Tiwari, LLB PDLG LLM S.Pac.
Lee-Anne Sackett, LLM Syd. PDLG College of Law

Manager Community Legal Centre
Naomi Nawasaitoga, LLB PDLG S.Pac.
Pacific Islands Legal Information Institute (PacLII)

**Director**
Anita Jowitt, LLB *Otago* GCHeD *UNSW* PhD *S.Pac.*

**IT Manager**
Wilford Lol, BSc *S.Pac.* MA *AUT.*

**Project Officer**
Kym Freriks, BA *QUT*

### SCHOOL OF SOCIAL SCIENCES

**Professor**
vacant

**Associate Professor**
Morgan Tuimalealiifano, BA MA PhD *S.Pac.*

**Senior Lecturer**
Donald Bruce Yeates, BA *W.Ont.* MDiv VST MA PhD *PNG*
James Johnson, BA *A&TT State.* PhD *Indiana* (Head of School)
Yoko Kanemasu, BA *Sophia* MA *S.Pac.* PhD *NSW*
Jacqueline Ryle, BSc *Copenhagen* MA PhD *Lond.*

**Lecturer**
Ryota Nishino, BA *Rhodes* CELTA *Camb* PGDip Cant. PhD *W.Aust*
Tuinawi Rakuita, BA PGDipSoc MA *S.Pac.* PhD *ANU*
Sara Amin, PhD MA BSc BA *McGill*
Jacob Mati, BA MU *Kenya* MA PhD *Witw.*
Keri Mills, BA *Otago.* BA *Well.* PhD *ANU*
Neeta Ramkumar, BA Austin MS PhD *TAMU*
Jenny Tonsing, MA *India* MSocSci *Chinese* HK PhD *Lond.*
Nicholas Halter, BA *W’gong.* PhD *ANU*
Danielle Watson, BA MHEd PhD *WI*

**Assistant Lecturer**
Shazna Buksh, BA BEd PGDip *S.Pac.*
Tima Tuvuki, BSc MSocSc *Waik.*
Kambati Uriam, BD MTH PTC MA PhD *ANU*

**Teaching Assistant**
Kesaia Vasutoga, BA PGDip *S.Pac.*

### OCEANIA CENTRE FOR ARTS, CULTURE & PACIFIC STUDIES

**Professor and Director**
vacant

**Senior Lecturer**
David Gegeo, BA *Mass* MA *Boston* PhD *Hawaii*
Frank Thomas, BA *McG.* MA *Oregon,* PhD *Hawaii.*

**Lecturer**
Jara Hulkenberg, BSc *Amst.* BSc MSc Ley. PhD *UEA*

**Assistant Lecturer**
vacant
Teaching Assistant
Sangita Lal, BEd PGDip MEd S.Pac.
Narsamma Lingam, BEd PGDip S.Pac. MA Otago
Betty Manuofetoa, BEd PGDip S.Pac.
Vilimaina Navila, BA PGDip MA S.Pac.
Jiokapeci Qalo-Qiolevu, BA PGDip MA S.Pac.
Rosarine Rafai, BA PGDip MEd S.Pac.
Waisale Ramoe, BA PGDip S.Pac.
Lalita Sharma, BA PGDip GCTT MA S.Pac.

Head of Performing Arts
Igelese Ete, BAMus Auck. MAMus Well.

Artistic Director
Peter Espiritu

Visual Arts Coordinator
Johanna Beasley, BA RMIT

Coordinator of Music
vacant

Outreach Coordinator for Polynesia
Allan Alo, BA PGDip S.Pac.

Managing Editor, USP Press
vacant

Manager, Marketing and Communications
Ann Tarte, DipHMngt FNU, PGDART S.Pac.

INSTITUTE OF EDUCATION

Director
Seu’ula Johansson-Fua, BA BEd DipTch Waik. MA PhD Tor.

Fellow
Ruth Toumu’a, BA PGD MA PhD Well.
Jack Maebuta, BA PGDip MA S.Pac. PhD NE

FACULTY OF BUSINESS AND ECONOMICS

Dean
Arvind Patel, BA S.Pac. MCom NSW, PhD Qld (Acting)

Associate Dean (Learning and Teaching)
Manoranjan Mohanty, BSc Utkal MA MPhil PhD J.Nehru U.

Associate Dean (Postgraduate Affairs and Research)
Gurmeet Singh, BCom MCom MPhil PhD J&K

Associate Dean (Planning & Quality)
Nacanieli Rika, BA MBA PGDipAFM PGDipEd(TT) MCom S.Pac. PhD ANU

Finance & Administration Officer
Annie Kaufononga, BA PGDipCom MBA S.Pac.

Coordinator FYE
Joseva Veresi, BA S.Pac.
Student Learning Support
Roshila Singh, BA PGDipLing GCTT MALing S.Pac.
Pauline Ryland, BA S.Pac.

GRADUATE SCHOOL OF BUSINESS
Professor
Raghuvar Pathak, BA MBA MPhil PhD HP (Head of School)
Senior Lecturer
Gyanendra Sisodia, MSc MBA PhD Portugal
Senior Fellow
Vacant
Lecturer
Anna De Jong, MSc Delft MBA S.Pac.
Benedito Waqailiti, BA S.Pac. MBA Canberra PhD Griff.
Business Manager
Reshika Chandra, BA PGDip MA S.Pac.

SCHOOL OF ACCOUNTING AND FINANCE
Professor
Arvind Patel, BA S.Pac. MCom NSW PhD Qld (Acting Dean and Head of School and Acting Head of School of Economics & School of Management and Public Administration)
Senior Lecturer
Peter Fulcher, LLB Adel. LLM Qu.
Nacanieli Rika, BA MBA PGDipAFM PGDipEd(TT) MCom S.Pac. PhD ANU
Ronald Kumar, BSc PGDDS MCom MADS GCTT S.Pac. PhD Bolton
Lecturer
Uriam Timiti, BA GCEd S.Pac. MBA Canberra
Veer Varma, BA PGDipAFM MA S.Pac.
Assistant Lecturer
Glen Finau, BA PGDip(Acct) S.Pac.
Clayton Kuma, BA S.Pac. MCom GDipCom Auck.
Pranil Prasad, BA PGDip(Acct) MCom S.Pac. (Training Leave)
Masilina Rotuivaqali, BA GCTT PGDip MCom S.Pac.
Nirmala Singh, BA PGDip MBA S.Pac.
Charlotte Taylor, BA PGDip(Acct) MCom GCTT S.Pac.
Teaching Assistant
Rajni Devi, BA PGDip(AFM) GCTT S.Pac.
Joycelyn Devi, BCom Uni.Fiji, PGDip(AFM) GCTT PGDip(TT) S.Pac.
Ezaaz Hasan, BA(AF/MP) S.Pac.
Akash Chand, BCom (AFM) S.Pac.
Elizur Nashon, BCom (Acct) S.Pac.
Selvin Prasad, BCom (AFM) PGCTT S.Pac.
SCHOOL OF AGRICULTURE AND FOOD TECHNOLOGY

Professor
vacant

Associate Professor
vacant

Director, IRETA
Mohammed Umar, BAgriSc Q’ld MSc W.Virginia (Acting Head of School)

Senior Lecturer
Siaka Diarra, BSc Katibougou MSc Maid. PhD AT Balewa
Bhati, Jagdish, BSc MSc GBP MPhil HP PhD Hawaii

Lecturer
Falaniko Amosa, BAgri S.Pac. MS Hawai’i
Nandakumar Desai, BScAgr MScAgr B’lore. PhD Dharwad
Sonny Lameta, BAgri S.Pac. MA Guelph PhD LaT.
Poasa Tabuaciri, BAgri S.Pac. MSc Pingtung PhD NE

Assistant Lecturer
Sanjay Anand, BAgri. MAgr. PhD S.Pac.

Tutor
Ioane Malaki, BAgri PGDipAg MAgr S.Pac.

Senior Technician
Hewage Perera, BLE Ceyl.

SCHOOL OF ECONOMICS

Professor
vacant

Professor and Director Centre for Economic Modeling and Policy
Partha Gangopadhyay, BSc Calc. MA J.Nehru U. PhD Syd.

Associate Professor
vacant

Senior Lecturer
Alessio Cangiano, MA PhD Sapienza
Neelesh Gounder, BA Pune PGDipEcon MCom S.Pac. PhD Griff.
Sunil Kumar, BSc BA MA S.Pac. PhD Qld.
Rup Singh, BA PGDipDevStud PGDipEcon MA DPhil(Econ) S.Pac.

Fellow in Official Statistics
vacant

Lecturer
Sanjesh Kumar, BA PGDip MCom S.Pac. PhD Monash
Baljeet Singh, BEd PGDip (Econ) MA S.Pac.

Assistant Lecturer
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Seone Lolesio, BA PGDipEcons MCom(Econ) GCTT S.Pac.
Lekima Nalaukai, BA PGDipEcons MCom(Econ) GCTT S.Pac.
Vincent Nomae, BA PNG PGDipEcon. S.Pac.

**Teaching Assistant**
Pravinesh Chand, BCom PGDipEcons S.Pac.
Sahlni Devi, BCom PGDip GCTT S.Pac.
Khushbu Rai, BCom PGDip(Econ) S.Pac.
Kushneel Prakash, BCom MCom(Econ) S.Pac.
Ronal Chand, BCom PGDip (Econ) S.Pac.

**SCHOOL OF GOVERNMENT, DEVELOPMENT AND INTERNATIONAL AFFAIRS**

**Professor**
Vijay Naidu, BA MA S.Pac. DPhil Sus.

**Associate Professor**
Manoranjan Mohanty, BSc Utkal MA MPhil PhD J.Nehru U.
Sandra Tarte, BA Melb. PhD ANU (Head of School)
Paul Carnegie, LLB MPhil Dund. PhD Qld.

**Senior Lecturer**
Nicola Baker, MA PhD ANU
Claire Slatter, BA S.Pac. MA ANU, PhD Massey
Margaret Mishra, BA PGDip MA S.Pac. PhD Monash
Robert Nicole, BA PGDipLit MA S.Pac. PhD Cant.
Gordon Nanau, BA PgDip MA S.Pac PhD East Anglia

**Fellow**
Haruo Nakagawa, BA Toyo MIntAff Col. MEcon PhD ANU

**Lecturer**
Erman Kaplama, BA Turkey MSc LSE CHEd PhD Lond.
Andreea Torre, MSc PhD Lond.
Wesley Morgan, BA SCU BA Hons WSU PhD Melb

**Assistant Lecturer**
Razeen Ali, BA PGDip MA S.Pac.
Natasha Khan, BA S.Pac. MEcon(SocSt) Wales
Anare Tuitoga, BA PGDipHP MA S.Pac.

**Teaching Assistant**
Romitesh Kant, BA PGDip S.Pac.
Eroni Rakuita, BA PGDip S.Pac.
Sefanaia Sakai, BA PGDip MA(Geo) S.Pac.
Smita Singh, BA PGDip MA S.Pac.
Jope Tarai, PGDip BSc S.Pac
Jason Titifanue, BA S.Pac.

**SCHOOL OF LAND MANAGEMENT AND DEVELOPMENT**

**Professor**
vacant

**Associate Professor**
vacant
**Senior Lecturer**  
Kenneth Chambers, LLB *Auck*. PhD *S.Pac.*

**Lecturer**  
Abdul Hassan, PGDipLMD MA GCTT PhD *S.Pac.* (Acting Head of School)

**Assistant Lecturer**  
Eroni Batikawai, BA PGDip *S.Pac.* MBus *S.Aust.*  
Asenaca Nawaqalevu, BPlan *Auck*. MURP *Syd.*  
Paula Raqueukai, BALMD *S.Pac.* PGDipBus *Adel.* MBus(Prop.) *S.Aust.*

**SCHOOL OF MANAGEMENT AND PUBLIC ADMINISTRATION**

**Professor**  
vacant

**Associate Professor**  
Anand Chand, BA *Tas*. PGDIPSoc MA *S.Pac.* MA(Econ) *Manc.* PhD *Wales*  
Gurmeet Singh, BCom MCom MPhil PhD J&K

**Senior Lecturer**  
Rafia Naz, BA PGDipMgt MMgt PhD *S.Pac.*

**Lecturer**  
Atishwar Pandaram, BA BSc *S.Pac.* MEcon *Macq.* PhD MBA MCom *W’Gong.*  
Jashwini Narayan, BA PGDipMgmt MA PhD *S.Pac.*  
Suwastika Naidu, BA MCom PhD *S.Pac.*  
Subhash Appana, BA *S.Pac.* MA *Sophia* PhD Swinburne *UT*

**Assistant Lecturer**  
Maureen Karan, BA PGDipMPA MCom *S.Pac.*  
Jone Lako, BA PGDipMngt MA GCTT *S.Pac.*  
William Parairato, BA PGDip *S.Pac.* MA *Massey* (on Leave)  
Narendra Prasad, BA PGDip(MPA) MCom *S.Pac.*  
Ashna Prasad, BA PGDip *S.Pac.*

**Teaching Assistant**  
Barry Ilaisa, GCTT BA *S.Pac.* PGDipDA, MDevAdmin *ANU*  
Kritika Devi, BCom MCom *S.Pac.*  
Aarti Sewak, BA PGDip MCom *S.Pac.*

**SCHOOL OF TOURISM AND HOSPITALITY MANAGEMENT**

**Professor**  
Marcus Stephenson, BSc MA *Sur.* DPhil *Manc.Met* (Head of School)

**Co-ordinator, Hotel Management**  
vacant

**Senior Lecturer**  
Dawn Gibson, BA PGDTS MA(TH) PhD *S.Pac.*  
Alexander Trupp, MSc PhD *Vienna*

**Lecturer**  
vacant

**Assistant Lecturer**  
Marika Kuilamu, BSc *S.Pac.* BAdm *James Cook* MA(TS) *S.Pac.*  
Apisalome Movono, BA GCTT *S.Pac.* (Leave without Pay)  
Hupfeld Hoerder, BA *S.Pac.* MBus *Griff.*
Teaching Assistant
Ilispeci Matatolu, BA S.Pac. BAdmin James CK

Student/Internship Coordinator
Ella Bennion, BA PGDSPA S.Pac.

PACIFIC ISLAND CENTRE FOR PUBLIC ADMINISTRATION

Director
Parmesh Chand, MEcon Qld.

Business & HR Systems Advisor
Salesia Racaca, BA PGDipMPA S.Pac.

Adviser
Desmond Amosa, BComm MPublPol Well. PhD Canberra

Performance Management Specialist
vacant

Programme Manager
Corinne Yee, BA GCEd S.Pac. GDip(Mngt.) MBA Deakin

Finance & Admin Officer
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FACULTY OF SCIENCE, TECHNOLOGY AND ENVIRONMENT

Dean
Anjeela Jokhan, BSc PGDip MSc S.Pac. PhD Brist.

Associate Dean (Learning & Teaching)
Bibhya Sharma, BSc PGDip MSc PhD S.Pac.

Associate Dean (Research & Graduate Affairs)
Sushil Kumar, BSc MSc Agra PhD B’tullah.

Associate Dean (Planning & Quality)
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Accreditation Officer (on secondment)
Sujlesh Sharma, Bsc PGDip MSc S.Pac.

Finance & Admin Officer
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Industry & Community Liaison Coordinator
Oliana Nayago, BSc S.Pac.

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SCHOOL OF BIOLOGICAL AND CHEMICAL SCIENCES

Professor of Chemistry
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Matakite Maata, BSc PhD S.Pac. MSc Cant.
David Rohindra, BSc PGDip MSc GCTT S.Pac. PhD Tokyo

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Romila Devi Gopalan BEd MSc PhD Monash
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Prayna Maharaj, BSc PGDip S.Pac.
Tamara Osborne, BSc PGDip(Geo) MA PhD S.Pac.

Chief Technician
Steven Sutcliffe, MSc Salf.

Senior Technician
Shelvin Prasad, BSc(Chem) S.Pac.
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SCHOOL OF ENGINEERING AND PHYSICS

Professor
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Rajeshkannan Anantharanayanan, BE Bhr. MTech Reck. PhD Nitt

Senior Lecturer
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Krishnil Ram, BETech MScEngg S.Pac.
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Teaching Assistant
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Rahul Kumar, BETech S.Pac.
Abel Chandra, BETech S.Pac.
Sandeep Reddy, BETech MScTech S.Pac.
Atishnal Chand, BSc S.Pac.

Chief Technician
vacant

Senior Technician
Viti Buadromo, BTech S.Pac.
Shiu Prasad, BSc S.Pac.

SCHOOL OF COMPUTING, INFORMATION AND MATHEMATICAL SCIENCES

Professor of Computing Science
Peter Croll, BSc Tess. PhD Sheff.

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Jito Vanualailai, BSc S.Pac. ME Ryukyus, PhD Kobe (on secondment)
Bibhya Sharma, BSc PGDip MSc PhD S.Pac.

Senior Lecturer
Robin Havea, BA Atenisi MSc Waik. PhD Cant.
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Fellow
Surya Prakash, PhD ANU MSc UNE PGCE BA S.Pac.
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Lecturer
Shan Chen, PhD U.Tech MA BA Monash
Dhenesh Subramanian, BSc MComp MPhil Bharathiar, PhD S.Aust.
Sione Paea, BSc MMath PhD Well.
Anuraganand Sharma, BSc MSc S.Pac., PhD Canberra
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Assistant Lecturer
Kaylash Chaudhary, BSc PGDip MSc S.Pac.
Dinesh Kumar, BA PGDipCS MSc S.Pac.
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Dinesh Rao, BEd PGDipMaths MSc S.Pac.
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Vishal Chand, BSc(CS) S.Pac.
Ritesh Chand, BSc PGDip(Maths) S.Pac.
Sarnesh Deo, BSc PGDIP S.Pac.
Gavin Khan, BInfTech. C.Q’ld PGDip MIS S.Pac.
Krishan Kumar, BSc PGDip S.Pac.
Vinay Mehta, BSc PGDip S.Pac.
Sunaina Nair, BSc S.Pac
Mohammed Naseem, BSc PGDip S.Pac.
Pritika Reddy, BSc(CS) S.Pac.
Emmenual Reddy, BSc(CS) S.Pac.
Jope Takala, BSc(CS) PGDip S.Pac.
Bauro Tewareka, BSc PGDipCIS S.Pac.
Salsabil Nusair, BSc S.Pac. PGDip MIS C.Q’ld

User Consultant
Raneel Kumar, BScGCEd S.Pac.

SCHOOL OF GEOGRAPHY, EARTH SCIENCE AND ENVIRONMENT

Professor
Juergen Hans Boehmer, BSc Bamberg MSc PhD Erlangen-Nuremberg (Head of School)

Associate Professor
Nicholas Rollings, BSc Adel. MAppSc NSW PhD NE

Senior Lecturer
John Lowry, BA BYU MS PhD Utah PGCTT S.Pac.
Eberhard Weber, MA PhD Freib.
Holger Sommer, MSc Freib. PhD Mainz.
Naohiro Nakamura, PhD Qu.

Lecturer
Stephen Galvin, BA PhD NUI Galway
Eleanor John, BSc S’ton PhD Leeds
Michelle McKeown, BA PhD NUI Galway
Tolu Muliaina, BEd PGDip MA GCTT S.Pac.
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Serupepeli Tagivakatini, BA PGDip Env S.Pac MA Porto.
Neil Kumar, BSc PGDip S.Pac.

Professional Officer in GeoSci
Amrit Raj, BApplSc Auck.UT

SCHOOL OF MARINE STUDIES

Professor
Ciro Rico, BSc Autonoma PhD Laval (Head of School)

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Lecturer
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Satalaka Petaia, PGCert FishMgmt MApplSc Aust. Maritime

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Janice Natasha, BSc PGDip MSc S.Pac.

Curator
vacant

Research Fellow
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Senior Fellow
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Senior Technician
Jone Lima

INSTITUTE OF APPLIED SCIENCES

Director
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Deputy Director
vacant

Fellow
Usaia Dolodolotawake, BSc PGDIPChem MSc S.Pac.
Isoa Korovulavula, MNatRes Qld. BA S.Pac.

Research Fellow
Samson Viulu, MSc PhD Gifu

Assistant Project Manager
Klaus Feussner, MTheol Marburg, MSc S.Pac.

Quality Assurance Officer
Mereoni Gonelevu, BAppSc W.Syd. PGDipBio S.Pac.

Senior Scientific Officer
Patrick Sakiusa Fong, BSc PGDip MA S.Pac.
Senior Technician
Arun Pande
Alivereti Naikatini, BSc S.Pac.

SOUTH PACIFIC REGIONAL HERBARIUM
Curator
Marika Tuiwawa, BSc PGDIPBio MSc S.Pac.

INSTITUTE OF MARINE RESOURCES
Director, IMR
Jeremy Hills, BSc S’ton. MSc Durh. MBA Northumbria PhD Glas.
Dive Officer
Fiu Manueli
Fellow
Cherie Morris, BSc PGdipMarineSci MSc S.Pac.

OFFICE OF THE VICE-CHANCELLOR AND PRESIDENT
Vice Chancellor & President
Rajesh Chandra, BA GCEd MA S.Pac. PhD Br.Col
Executive Officer
Roneel Chand, BSc PGCHR PGDip MBA S.Pac.

FINANCE SECTION
Executive Director Finance
Kolinio Boila, BA MBA S.Pac.
Executive Officer
vacant
Finance Manager
vacant
Senior Manager Financial Operations
Sakesh Dashputra, BCom(Acct.) MBA Nagpur CMA Aust. ACA NZ
Procurement Manager
Salesh Kumar, MA Cross. MA Sunshine CIPS UK
Deputy Procurement Manager
Myrtle Smith, BA S.Pac. PGCB USQ
Team Leader Payroll
Shobhna Kiran, BCom PGDIPCom S.Pac.
Team Leader, Financial Planning
Prasanna Samarakoon, CPA Aust ACMA UK CGMA CA Fiji
Finance Systems Manager
Sunil Padarath, GCBusiness MIBA
Management Accountant
Sarika Singh, BA, PGDip(Acct.) MCom S.Pac. CA Fiji
Kamal Nand, BA S.Pac. CA Fiji
Manager Accounting
Nilesh Prasad, BA PGDIP (Acct.) S.Pac.

Accountant
Veronica Yuen, BA S.Pac.
Binal Lal, BA PGDip MCom S.Pac. CA Fiji
Joan Prasad, BCom PGDCRM S.Pac.
Rajneeta Devi, BA S.Pac.

DEVELOPMENT, MARKETING, COMMUNICATIONS AND ALUMNI OFFICE

Director, DMCA
Jaindra Karan, BA Punj. MA Reading

Development Manager
Iresh Lal, BA PGDip S.Pac.

Manager Marketing
Jenies Mudiliar, BA PGDip S.Pac. Dip CIM

Manager Communications
Kalpana Prasad, BA S.Pac.

Alumni Affairs Coordinator
Artila Devi, BEd PGDip S.Pac. MA USQld

Monitoring & Evaluation Officer
Valda Hoerder-Howard, BA PGDip S.Pac.

Project Manager ADB
Tevita Banuve, BA S.Pac. PGDip Brad.

Development Finance Officer
Pretishma Singh, BA PGDipPA S.Pac.

Regional Programme Coordinator
Pritika Bijay, BSc MSc S.Pac.

Alumni Officer
Irene Miller, BCom PGCert PGDip MBA S.Pac.

Webmaster
Pritesh Chandra, BA PGCert PGDip MBA S.Pac. MEngg Waseda

REGIONAL SCHOLARSHIP TEAM

RST Coordinator
Laite Waseiyaroi, BA S.Pac. PGDipHRM MMgmt Waik.

ASSURANCE AND COMPLIANCE

Director, Assurance & Compliance
Noel Lawlor, BA Brist. CPFA CMIIA MIRM

Insurance and Risk Management Manager
Sheila Sachs, BSc Alta. MBA S.Pac.
COUNCIL AND SENATE SECRETARIAT

Secretary to Council and Manager CSS
Lily Vesikula, BA MBA S.Pac.

Secretary to Senate and Assistant Manager CSS
Rahkel Mercy, BAgr LLB PDLG PDLG MEL S.Pac.

Assistant Manager (Council)
Sangeeta Singh, PGCert PGDip MBA S.Pac.

Manager, Central Records and Archives Unit
Jason Russell Flello, BA NE MA Tas.

Policy Coordinator
vacant

VICE-PRESIDENT REGIONAL CAMPUSES AND PROPERTIES & FACILITIES

Vice President (Regional Campuses and Property & Facilities)
Giulio Masasso Tu’ikolongahau Paunga, BA Wesleyan MA PhD Daito Bunka

Executive Officer
Renuka Singh, BA MCom S.Pac.

REGIONAL CAMPUSES

ALAFUA OFFICE

Director
Ruby Va’a, BSc Auck. MPhil S.Pac. GDipDistEd S.Aust. (Acting)

Coordinator-SAS
Seulgee Samuelu, BTch BA Waik.

Coordinator, Continuing and Community Education
vacant

Senior Librarian
vacant

Student Welfare Officer
Tony Siamomua, BA S.Pac. MA Hawaii Uni

IT Manager
Sia Matalavea, BSc Flin. MSc Adel.

Accountant
Desmond Tauati, DB BA S.Pac.

EMALUS OFFICE

Group Manager
Ruben Markward, BA PGDipDS MA S.Pac.

Coordinator, Student Services
Naomi Bolenga, BSocSci Waik. MA ANU GCTT PGCertHRM S.Pac.
Senior Librarian
vacant

Librarian
vacant

Programmer/Analyst
Nettie Collins, BE *Massey*

Accountant
vacant

Co-ordinator, Property & Facilities
vacant

**USP COOK ISLAND CAMPUS**

**Director**
Roderick Dixon, BA *Essex*. PGDipEd *NE MA ANU*

**USP LABASA CAMPUS**

**Director**
Samuela Bogitini, BA *S.Pac.* MEd PhD *Qld*

**Accountant**
Ahemad Shah, BA *S.Pac.*

**Teaching Assistant**
vacant

**USP LAUTOKA CAMPUS**

**Director**
Pramila Devi, BA *S.Pac.* MA *NY PhD Well.*

**Coordinator, Continuing & Community Education**
Rajendra Singh, BEd MAEd *S.Pac.*

**Accountant**
Arunesh Chandra, BA *S.Pac.*

**USP KIRIBATI CAMPUS**

**Director**
Ueantabo Neemia-Mackenzie, BA MA *S.Pac.* PhD *W’gong*

**Coordinator, Continuing Education**
Tereeeao Teingiiia-Ratite, BEd PGDipEd *S.Pac.*

**Teaching Assistant**
vacant

**Tutor**
Selafina Ioakim, BEd GCTT *S.Pac.*
USP MARSHALL ISLANDS CAMPUS

Director
Irene Taafaki, BEd Reading MEd PhD Mass.

Academic Program Coordinator
Yolanda Mckay, BA PGDipEd MEd S.Pac.

Manager, Continuing and Community Education
Jacqueline Lakmis

USP NAURU CAMPUS

Director
Alamanda Lauti, BA MBA S.Pac.

Manager, Continuing and Community Education
vacant

USP NIUE CAMPUS

Director
vacant

Campus Coordinator
Maryanne Talagi, BA S.Pac.

USP SOLOMON ISLANDS CAMPUS

Director
Patricia Rodie, BSc S.Pac. MEd Curtin PhD Waik. (Acting)

Accountant
vacant

Co-ordinator Student Administrative Services
vacant

Manager, Continuing & Community Education
vacant

Librarian/Learning Resource Co-ordinator
Tony Dadalo, BA Lough.

USP TONGA CAMPUS

Director
vacant

Manager, Continuing & Community Education
Vacant

Tutor
Lisiate Nuku, BSc Auck.

USP TOKELAU Campus

Director
Junior Thomas Aleta (Acting)
USP TUVALU CAMPUS

Director
Vacant

PROPERTY AND FACILITIES

Director
vacant

Asset Manager
Mervyn Lepper, BEng NSW MBA PGCHRM PGDGM S.Pac.

Manager, Engineering Services
Nirajwan Chettiar, BETech S.Pac. MEngg India

OHS Coordinator
Roman Chute, PGDipSurgery MBBS S.Pac. PGDipOHS Turin

Operations Manager
Shalendra Mani Gounden, BSc PGCertHRM PGDip MBA S.Pac.

Manager Special Projects
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Clerk of Works
Emosi Sadole

VICE-PRESIDENT (ADMINISTRATION)

Vice President (Administration)
vacant

Executive Officer
Colette Lee-Vesikula, GCMgt GDInfmSysMgt MInfmSys CQU

Manager ICT Centre
vacant

ICT Outreach Coordinator
vacant

PLANNING AND QUALITY OFFICE

Senior QA Coordinator
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Senior Data Analyst
Sunil Chand, BSc MSc MBA S.Pac.

Qualifications Framework Officer
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Economic Analyst
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Quality Assurance Officer-Accreditation, Audit & Review
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Quality Officer-Accreditations, Audit and Review
Rohit Deo, BTech Auck.

Analyst Programmer
vacant
HUMAN RESOURCES

Director of Human Resources
Sairusi Ratulomai, PGCHRM PGDGM MBA S.Pac. GCM CQU, MScIHRM ESC Rennes

Manager, HR Operation & Administrative Services
Salaseini Malo, DIRPM BA S.Pac.

Manager, Employee Relations
vacant

Manager, Organisational Development
vacant

Manager, Talent Acquisition and Management
Jayhotika Ram, BEd PGCBA S.Pac.

INFORMATION TECHNOLOGY SERVICES

Director
Kisione Finau, BSc Hawai‘i MASc QUT MBA S.Pac.

Deputy Director
Fereti Atalifo, BSc Qld. MSc Coventry

Project Co-ordinator
Fane Waqa, BA S.Pac.

IT Regional Coordinator
Joeli Logavatu, BEng MBA S.Pac.

Manager—Management Information Systems
Josese Ravuvu, BSc S.Pac. MSc Sheff.

Manager, User Services
Peni Sigabalavu, BSc S.Pac.

Manager, Enterprise Systems & Network Infrastructure
vacant

Manager, Projects and Regional Development
vacant

Database Administrator
Sulueti Koroiveti, BSc S.Pac.

Analyst Programmer
Zeloti Hoala, BCom P.N.G.
Seruwaia Naiova, BComp Monash PGDipC&IS S.Pac.
Gordon Chandra, BSc(CS/IS) S.Pac.
Niumaia Tabunakawai, BSc S.Pac.
Sarita Swamy, PGDip S.Pac. BComputerAppl B‘lore
Nettie Collins, BE Massey MInfTech(Network) James Cook

Assistant Analyst Programmer
Yashniel Dutt, BSc S.Pac.
Jobe Tamata, BSc S.Pac.

Senior Systems Engineer
Shalvin Singh, BA PGDip(C/IS) S.Pac.
Assistant Systems Engineer
Sheraaz Buksh, BSc MSc S.Pac.

Systems Engineer
Navneet Maharaj, IP Tokyo Tech.

Cyber Security Engineer
Gaurav Raicar, BSc MSc S.Pac.

Network Analyst
Edwin Sandys, BA PGDip(C/IS) MCIS S.Pac.

Network Analyst (Voice)
Ravneel Sharma, BTech NIT Hamirpur

Assistant Network Engineer
Waisiki Ravula, BSc S.Pac.
Ioane Naisara, BSc S.Pac.

IT Manager
Sia Matalavea, BSc Flin. MSc Adel.

USPNet Assistant Engineer (HW)
Marika Toroca Qalomai

User Consultant
Goru Arvind, BA S.Pac.
Joeli Ramanu, BA S.Pac.

Computer Technician
Edmund Losi, BEng Anglia PU

LIBRARY

University Librarian
vacant

Deputy University Librarian
Elizabeth Reade-Fong, BA S.Pac. PGDipLib MA (Info Sc.) N.Lond. AALIA

Senior Librarian
Ela Qica, BA(LIS) CanberraCAE MBIT RMIT
Judith Titoko, BA Brighton Poly. MSc C.England MCLIP

Librarian
Vasiti Chambers, BA S.Pac. MIS Canberra
Shirley Devi, BEd S.Pac. Mlib&InfoSt Well.
Nellie Hazame, BA(SW) UPNG MIMSP Monash
Gwen Rounds, BTourismMgt Lincoln(NZ) MLib&InfoSt Well.
Liviana Tabalala, BA, GCTT S.Pac. PGDipLib&InfoSt MLib&InfoSt Well.
Vilimaina Vakaciwa, BA(LIS) Canberra PGDipCom S.Pac.
Susan Rollings, BA(LIS) S.Aust. PGDipLaw S.Cross
Jamie Bloss, MLIS BA Kent St Uni.
Yawen Kang, PGDipSoc MLib&InfSt North Carolina
Vanessa Kitchin, BA MInfSc. Tor.

Coordinator, Oceania Sports Information Centre
Martin Burrows, BSc Lincoln(US) MSc Conn. MLIS CAU(GA)
Co-ordinator - PIMRIS
Susana Macanawai, BAgr S.Pac. GradDipAppSc (LIM) MAppSc(LIM) C.Sturt AALIA

Library Systems Manager
Daniel Ferrer, BA ALA MSL MSc. Michigan (Short Term)

Analyst/Programmer
Gyaneshwar Narayan, BSc(CS) PGDipIT S.Pac.

Copyright and IP Officer
vacant

USP COMMERCIAL/OPERATIONS

Director
vacant

Manager, Residential Halls
Dorothy Browne, DipTchg Auck.

BOOK CENTRE

Manager Book Centre
vacant

Deputy Manager Book Centre
Rajeshree Sundarlal, BA PGDipMPA S.Pac.

Accountant
Praveen Lata, BA S.Pac.

DEPUTY VICE CHANCELLOR (LEARNING, TEACHING & STUDENT SERVICES)

Deputy Vice-Chancellor (Learning, Teaching and Student Services)
Richard Kevin Coll, BSc PhD Canterbury ScEdD Curtin

Executive Officer
Karyn Gibson, BBus CQU PGDDIA S.Pac.

CAMPUS LIFE

Group Manager-Campus Life
Glenn Pope, BBu(HR) Qld.

Counsellor
Nicholas Fuata, BA PGDipMPA PGDipPsy S.Pac.
Saimone Tuni, BA PGDPSY S.Pac.

Career Counsellor & Service Co
Semi Bilitaki, BA S.Pac.

Manager, Disability Resource Centre
vacant

Coordinator FY Experience
Ronil Prasad, BA PGDipDevStudies PGDipPsy. S.Pac.
STUDENT ADMINISTRATIVE SERVICES

Group Manager
Litia Konusi, BA W'gong

Manager-Assessment
Timothy Tuivaga, BA S.Pac.

Manager-Enrolment
Totivi Bokini-Ratu, BSc S.Pac.

Manager-Student MIS
Paula Koli, BSc S.Pac. MComp RMIT

CENTRE FOR FLEXIBLE LEARNING

Pro-Vice Chancellor Flexible Learning and Director of Centre for Flexible Learning
vacant

Senior Instructional Designer
Valentine Hazelman, BBus(HRM) PGCertEdTech MEdTech S.Qld.

Instructional Designer
Irene Yee Chief, BEd S.Pac. BSpecEd Monash MEd UNISA. PhD NMSU
Jane Kanas, BA PGDipLING MALING S.Pac.
Alanieta Lesuma-Fatiaki, BA S.Pac.
Deepak Prasad, BTech BA S.Pac. PGCertEdTech MEdTech S.Qld. MIP QUT PhD KU Japan
Pita Tuisawau, BA GCTT S.Pac.

Learning Designer
Deepak Bhartu BSc PGDip(CS/IS) MCIS S.Pac.
Eroni Racule BEd PGDip MA(Gov) S.Pac.

Learning Systems Manager
Dhiraj Bhartu, BInfTech C.Qld. PGDip MCIS S.Pac. (Acting Director)

Learning Systems Administrator
Varunesh Rao, BSc PGDipCS MCIS S.Pac.

Learning Systems Developer
Ranjeeel Totaram, BSc PGDipCS S.Pac.

Assistant Learning Systems Developer
Sanjeet Chand, BSc(CS&IS) S.Pac.

Manager, Multimedia
Javed Yusuf, BSc S.Pac. MEdTech S.Qld.

Multimedia Developer
Rona Finiasi, BSc S.Pac.
PACIFIC TECHNICAL AND FURTHER EDUCATION (Pacific TAFE)

Administrative Board, chaired by Professor Richard Coll, Deputy Vice Chancellor (Learning, Teaching & Student Services)

**Director**
Hasmukh Lal, BEd PGDip(Edu) MEd S.Pac.

**Associate Director (Interim)**
Susan Sela, BA PGDipLit S.Pac

**COLLEGE OF ARTS AND HUMANITIES**

**Head of College**
vacant

**Skills Based Programmes**

**Coordinator, ECE&CP**
Salote Rokotogalevu, BEdPRM PGCTT PGDipEd S.Pac.

**Facilitator**
Babra Narayan, BEdECE, PGDipEd, S.Pac.
Aminiasi Driu, BA S.Pac.

**Assistant Facilitator**
Alelia Nagatalevu, DipCC APTC
Rauto, BECE S.Pac.
Madhu Lata, DECE, Bed ECE, PGDipEd S.Pac.

**Foundation and Preliminary Programmes**

**Coordinator (Subject Coordinator)**

**Coordinator Language**
Sereana Sasau, BEd PGDipLing S.Pac.

**Coordinator English**
Titilia Ledua, BA PGDipEd GCTT MEd S.Pac.
Merle Takinana, BA PGDip GDTT MEd S.Pac.

**Coordinator History & Politics**
Maelin Bhagwan, BA PGCE PGDipHist S.Pac.

**Coordinator Sociology**
Louisa Manuei, GCTT BA PGDip MA S.Pac.

**Coordinator Technology**
Tokireti Tekerau, BEd S.Pac. MEd James Cook

**Facilitator**
Farzana Dayal, BEd PGDipLit S.Pac.
Yogeeta Devi, BEd PGDip MEd S.Pac.
Komal Karishma, BA PGDipLit GCTT PGDipEd(TT) S.Pac.
Asinate Koroi BEd, PGDipEd MEd S.Pac.
Virenda Prasad, BA PGDipLit PGCTT S.Pac.
Sangeeta Sharma BEd PGCTT S.Pac. PGDip MA Univ.Fiji
Zena Sherani, BA PGDip PGCTT MA S.Pac.
Emeli Tolo, BEdHist PGDipHist S.Pac.
Pita Waqavesi, BEd PGDip PGCTT S.Pac.
Kerryn Galokale, BEd MEd Massey
Mele Fa’oliiu, PGDipEd S.Pac. BSc TESOL BYU
COLLEGE OF SCIENCE, TECHNOLOGY AND ENVIRONMENT

Head of College
vacant

Skills Based Programmes

IT Training Coordinator
Dennis Sen, BSc PGDip(CS) S.Pac.

Facilitator
Imtiaz Ali, BSc S.Pac. PGDip UniFiji

Assistant Facilitator
Munil Goundar
Shanje Sushil

Foundation and Preliminary Programmes

Coordinator (Subject Coordinator)

Coordinator Chemistry
Veena Bilimoria, BSc GCTT PGDipChem S.Pac.

Coordinator Biology
Sepuloni Lolohea, BEd S.Pac. PGDipSci MEd Melb.

Coordinator Computing
Vijay Prasad, BSc PGDipCIS PGCTT MCIS S.Pac.

Coordinator Mathematics
Viliame Qiokata, BSc PGDip S.Pac.
Loriza Rafi, BSc PGDipMath MSc GCTT S.Pac.

Coordinator Geography
Semi Tikivili, IDTT FIT, BA PGDipDevStu. S.Pac.

Facilitator
Rehana Bibi, BSc GCEd PGDipBiotech S.Pac.
Meresiana Bolaivuna, BSc PGDipAMA PGCTT S.Pac.
Sharneet Chand, BSc PGDipChem PGDipCC S.Pac.
Mohammed Khan, BEd BSc PGDip PGCTT S.Pac. PGDipEduLead Univ.Fiji
Avikesh Kumar, BSCGCED(Maths/Phys) PGDip(Maths) S.Pac.
Prem Kumar, BSc S.Pac.
Bale Kurabui, BA PGDipGeo PGCTT S.Pac.
Chetan Maisuria, BSc PGDip S.Pac.
Krishnam Nair, BSc PGDip S.Pac.
Barnabas Sahayam, BSc PGDip S.Pac.
Varun Sharma, BScGCED PGDSC S.Pac.
Abitara Takinana, BSc PGDipBio S.Pac.
Luisa Tegu, PGCTT PGDipEnvChem BESS.Pac.
Iowana Ma’ata Vanavana, BEd BSc PGDipChem S.Pac.
Merewalesi Yee, BEd PGDipGeo S.Pac.
Susie Taonaru, BSc UPNG
Brownly Suwaa, BSc PGCTT S.Pac.
Hazel Kopala, BSc S.Pac.
Michael Kuali, BSc PGDipRE PGDipCC S.Pac.
Mary Maedia, BSc S.Pac.
Clement Terewauri, BEd UOG
STAFF OF THE UNIVERSITY

John Paikula, BSc GCEd PGCTT S.Pac.
Fatima Situvavini, BSc S.Pac.
Primo Ugulu, BA S.Pac.
Catherine Liolea, BA GCED S.Pac.
Tiante Tarakia, BSc S.Pac. MSc Murd.
Fangufangumana Latu, BSc S.Pac. PGC Teaching TIOE
Lofan Tupou, BSc S.Pac.

COLLEGE OF BUSINESS, TOURISM AND HOSPITALITY

Head of College
vacant

Skills Based Programmes
Training Coordinator-Tourism & Hospitality Programme
Pasirio Kitione, BHospMgt Auck.UT MBA S.Pac.

Facilitator
Sheemal Prasad, BCom S.Pac.
Parijata Singh, BCom S.Pac.
Jone Ledua, BComHM S.Pac.

Assistant Facilitator
Jai Mishra, BCom PGDip S.Pac.
Motufaga Wise
Ivamere Chand, BCom PGCHRM S.Pac.

Foundation and Preliminary Programmes
Coordinator (Subject Coordinator)
Coordinator Accounting
Rosalia Fatiaki, BCom PGDIPAcct MBA MComAcctP S.Pac.

Coordinator Economics
Nilesh Kumar, BA PGDip MCom S.Pac.

Facilitator
Subashni Lal, PGDip BEd PGCTT S.Pac.
Sumasafu Sivo, MBA PGDIP BA S.Pac.
Mildred Boino, BEd UOG PGCTT S.Pac.

WORKFORCE DEVELOPMENT TRAINING UNIT (WDTU)

Manager WDTU
Nilesh Kumar, BA PGDip(Com) MCom S.Pac.

Corporate Services
Manager Corporate Services
vacant

Student Coordinator (Intake, Learning Support & Placement)
Praneel Dayal, BEd BCom PGDip(Com) S.Pac.

Quality and Accreditation
Manager Quality and Accreditation
vacant

Quality Coordinator
Anu Rekha Mani, BEd S.Pac. PGDipEd Univ.Fiji
Regional and Learning Support Services

Head
vacant

Coordinator Lautoka Campus
Nilu Nilesh Ram, BA PGCHRM S.Pac. MBA Osm.

Coordinator Emalus Campus
Carol Aru, BA Newcastle(NSW) PGDipLing GCTT S.Pac.

Coordinator Solomon Islands Campus
Florence Auma BSc PGCTT S.Pac.

Coordinator Alafua Campus
Ronna Hadfield BBusMktg/Mgt MIT NZ PGCTT S.Pac.

Coordinator Kiribati Campus
Selaphina loakim, BEd GCTT S.Pac.

Coordinator Tonga Campus
Lisiate Nuku, BSc Auck GCTT S.Pac.

Instructional Designer
Katarina Foliaki, BA S.Pac. PGCert UCS Qld.

OFFICE OF THE DEPUTY VICE-CHANCELLOR (RESEARCH, INNOVATION & INTERNATIONAL)

Deputy Vice-Chancellor (Research, Innovation & International)
Derrick Armstrong, BPhil Lond., MEd PhD Lanc.

Research Office

Director of Research
Jito Vanualailai, BSc S.Pac., ME Ryukyus, PhD Kobe

Project Officer
Vacant

Research Data Analyst
Karuna Reddy, BSc PGDipMA MSc S.Pac.

Research Skills Development
vacant

Systems Analyst/Programmer
Harsh Saini, BSc PGDipCS S.Pac.

USP International

Manager, USP International
Lillian Fuata, BCom S.Pac.

Project Coordinator Jenesys
Alzima Elisha Bano, BA PGDPSH S.Pac.
PACIFIC CENTRE FOR ENVIRONMENT AND SUSTAINABLE DEVELOPMENT (PaCE-SD)

Professor in Climate Change & Director
Elisabeth Holland, BS MS PhD *Colorado*

Deputy Director
Morgan Wairiu, BAg PNG PGCert *Lond.* MSc *Aberd.* PhD *Ohio*

Manager, Administration
Nirupa Ram-Tokuma, BSc PGDipEnvSci *S.Pac.* MEMDV *ANU*

Research Fellow
Viliamu Iese, BEd PGDipBio MSc *S.Pac.*

Lecturer
Awnesh Singh, BSc PGDipPhy. PGDipMS GCTT PGDipTT MSc *S.Pac.* PhD *France*
Antoine N’Yeurt, BSc PGDipMS MSc PhD *S.Pac.*

Assistant Lecturer
Tammy Tabe, BA PGDipMS *S.Pac.* MA *Hawai’i* PhD *Bergensis*

Teaching Assistant
Moleen Nand, BSc PGDip MSc *S.Pac.*
Diana Salili, BSc PGDip *S.Pac.*
Linda Vaike, BSc PGDip *S.Pac.*

EUROPEAN UNION PACIFIC TECHNICAL AND VOCATIONAL EDUCATION TRAINING (EU-PacTVET) ON SUSTAINABLE ENERGY (SE) AND CLIMATE CHANGE ADAPTATION (CCA)

Senior Lecturer
Tess Martin, BA PGDIP *Curtin MA PhD W.Aust.*
Helene Jacot Des Combes, BNatSc MSc PhD *France*

Regional Coordinator (TVET)
Leigh-Anne Buliruarua, BSc *Victoria UT* PGDipEnvSci *S.Pac.*

EUROPEAN UNION GLOBAL CLIMATE CHANGE ALLIANCE PROJECT (EUGCCA)

Project Team Leader
Patrina Dumaru, BA *Vic.(Aust.) PGDIP S.Pac.* MDevStud PhD *Melb.*

Project Manager
Aliti Koroi, BA PGDip *S.Pac.*

Lecturer
vacant

Research Fellow
vacant

Monitoring and Evaluation Officer
Tupeope Samani, BEnvSc MBA *S.Pac.*

Junior Research Fellow (Technical)
Siu ‘I Fanga Pouvalu, BA PGDEnvStud. *S.Pac.*

Project Finance Officer
Roneel Kumar, BA *S.Pac.*
Information Technology Officer
Jaynesh Kumar, BSc(CS/IS) S.Pac.

In-Country Project Coordinator
Semi Masilomani, BSc S.Pac. - Fiji
Moses Asitarau, BSc S.Pac. - Solomon Islands
Maryanne Talagi, BA S.Pac.- Niue
Pelenise Alofa, - Kiribati
Dustin H Langidrik - Marshall Islands
Tyrone Deiya – PGCCM Adel. PGCVMMC S.Pac. - Nauru
Tessa Koppert, MSc Netherlands - Timor Leste
Tevita Faka’osi, BA Atenisi – Tonga
Tapulolo’u Tuilemafaua, BA S.Pac. PGDipAgrS Qld. MApplSc W.Syd.- Samoa
Carol Emaurois, - Palau
vacant - Papua New Guinea
Vaine-Iriano Wichman - Cook Islands
Teuleala Manuella Morris - Tuvalu
William Bani Arudovo, PGDipMEnvManDev ANU - Vanuatu
Betty Sigrah – FSM

USAID COASTAL COMMUNITY ADAPTATION PROJECT (C-CAP)

Community Liaison Officer
Teddy Fong, BA S.Pac.

Community Liaison Specialist
Timoci Naivalulevu, BSc PGDip S.Pac.

Community Mobiliser
Tuverea Tuamoto, BSc PGDEBI S.Pac. - Fiji
Haseldon Buraman - Nauru
vacant – PNG
Yvette Tari, B.A S.Pac. - Vanuatu
Timaio Auega, B.Com S.Pac. - Tuvalu
vacant - Samoa
Vivolyn Stanley, BSc S.Pac. – Solomon Islands
Toaki Arinoko, BEd PNG - Kiribati
Unaloto Puloka, PGCertHRM MBA S.Pac.- Tonga
PACIFIC TECHNICAL AND FURTHER EDUCATION (PACIFIC TAFE) PROGRAMME REQUIREMENTS AND REGULATIONS

Pacific Technical and Further Education (Pacific TAFE) is a strategically amalgamated and integrated learning and teaching section which offers high quality skills based qualifications, and Foundation & Preliminary programmes through its three (3) Colleges namely College of Business, Tourism & Hospitality, College of Arts and Humanities and College of Science, Technology and Environment.

COLLEGE OF BUSINESS, TOURISM & HOSPITALITY PROGRAMMES

1.0 PRELIMINARY BUSINESS STREAM

1.1 Admission Requirements:
To be admitted to this programme a person shall have:

i) Successful completion of form 5 or Year 11 with satisfactory school report and reference from school Principal when applying for admission.

ii) Those that scored below 180 in the Fiji Year 12 Examinations or equivalent.

1.2 Courses:
To complete the Certificate in Preliminary Studies (Business) Programme students must pass a total of eight courses, two of which are the compulsory English courses, LLP14 and LLP13. Students may choose from ECP01, AFP01, AFP02, MAP12, MAP13 and other Preliminary courses to make up the required eight courses. If a student is intending to take up Economics in Foundation, then MAP12 and MAP13 are also compulsory.

2.0 FOUNDATION BUSINESS STREAM

2.1 Admission Requirements:
To be admitted to this programme a person shall have:

i) Fiji: Pass in the National Year 12 Examination with an aggregate score of 200 out of 400 and at least 50% in each of the four subjects of which one must be English.

ii) Countries sitting Senior Secondary Certificate or Form 6 or Year 12 equivalent: Pass with an aggregate score of 4-19 with English not more than 4 and not more than 5 in 3 other subjects.

iii) From USP Preliminary: Pass in LLP14 & LLP13 and 6 other USP Preliminary courses.

iv) Completed studies at Form 6 level deemed equivalent to the above.

v) Successful completion of unclassified requirements.

vi) Those that scored below 180 in the Fiji Year 13 National Examination.

2.2 Courses:
To complete the Certificate in Foundation Studies (Business) Programme students must pass a total of 8 courses, 2 of which are the compulsory English courses, LLF14 and LLF11. Students may choose from AGF01, AFF01, AFF02, ECF04, OSF01 and other Foundation courses to make up the required 8 courses. If a student is intending to take up Economics or Finance in degree studies, MAF11, MAF12 are also compulsory.
3.0 CERTIFICATE III IN PATISSERIE (PASTRY & BAKERY)

3.1 Admission Requirements:

With compulsory medical certificate, the student must;

i) Pass in Senate recognised Year 12/Form 6 or equivalent with English; or

ii) Pass in a nationally recognized certificate level II/III qualification or equivalent from a recognized provider; or

iii) Met the University mature student admission criteria; or

iv) Recommendation and confirmation of work experience and sponsorship of studies by employer.

3.2 Courses:

This programme comprises 5 courses: CECP31, CECP32, CECP33, CECP34 & CECP35

4.0 CERTIFICATE III IN SMALL BUSINESS DEVELOPMENT & MANAGEMENT

4.1 Admission Requirements:

i) Must be 18 years and over and minimum pass in form 4/year 10 with English; or

ii) Met the University mature student admission criteria.

4.2 Courses:

This programme comprises 4 courses: CESB31, CESB32, CESB33 & CESB34

5.0 CERTIFICATE III IN COMMERCIAL COOKERY

5.1 Admission Requirements:

To be admitted to this programme, a person shall have:

With a current medical certificate, the student must:

i) Pass in Senate recognised Year 12/Form 6 or equivalent with English; or

ii) Pass in a nationally recognized certificate level II/III qualification or equivalent from a recognized provider; or

iii) Met the University mature student admission criteria; or

iv) Recommendation and confirmation of work experience and sponsorship of studies by employer.

5.2 Courses

This programme comprises 5 courses: CETH31, CETH32, CETH33, CETH34 and CETH35

6.0 CERTIFICATE IV IN COMMERCIAL COOKERY

6.1 Admission Requirements:

With a current medical certificate, the student must:

i) Pass in Senate recognised Year 12/Form 6 or equivalent with English; or

ii) Pass in a nationally recognized certificate level II/III qualification or equivalent from a recognized provider; or

iii) Met the University mature student admission criteria

iv) Recommendation and confirmation of work experience and sponsorship of studies by employer.
6.2  Courses:
This programme comprises 9 courses: CETH31, CETH32, CETH33, CETH34, CETH35, CECC41, CECC42, CECC43, and CECC44.

7.0  CERTIFICATE IV IN HOSPITALITY OPERATIONS (EVENTS, FOOD & BEVERAGE AND FRONT OFFICE)
7.1  Admission Requirements:
To be admitted to this programme, a person shall have:
i) Pass in Senate recognised Year 12/Form 6 or equivalent with English; or
ii) Pass in a nationally recognized certificate level II/III qualification or equivalent from a recognized provider; or
iii) Met the University mature student admission criteria; or
iv) Recommendation and confirmation of work experience and sponsorship of studies by employer

7.2  Courses:
This programme comprises 8 courses: CETH41, CETH42, CETH43, CETH44, CETH45, CETH46, CETH47 and CETH48

8.0  CERTIFICATE IV IN ACCOUNTING
8.1  Admission Requirements:
To be admitted to this programme a person shall have:
i) Pass in Senate recognised Form 6/Year 12 or equivalent with English and Accounting; or
ii) Two years or more relevant work experience with pass in Senate recognised Form 6/Year 12 or equivalent with English; or
iii) Completed relevant certificate IV level from recognised institutions; or
iv) Met the mature student admission criteria

8.2  Courses:
This programme comprises 6 courses: CEA41, CEA42, CEA43, CEA44, CEA45 and CEO44

9.0  CERTIFICATE IV IN HUMAN RESOURCE MANAGEMENT
9.1  Admission Requirements:
To be admitted to this programme, a person shall have:
i) Pass in Senate recognised Form 6/Year 12 or equivalent with English; or
ii) Two years relevant work experience for students who do not meet criteria (i).

9.2  Courses:
This programme comprises 6 courses: CEH41, CEH42, CEH43, CEH44, CEH45 and CEH46
10.0 CERTIFICATE IV IN OFFICE MANAGEMENT

10.1 Admission Requirements:
To be admitted to this programme, a person shall have:

i) Pass in Senate recognised Form 6/Year 12 or equivalent with English; or

ii) Minimum two years relevant work experience for mature students with pass in Senate recognised Form 6/Year 12 or equivalent with English; or

iii) Met the mature student admission criteria

10.2 Courses:
This programme comprises 6 courses: CEO41, CEO42, CEO43, CEO44, CEO45, and CEO46

11.0 CERTIFICATE IV IN PROJECT MANAGEMENT PRACTICE

11.1 Admission Requirements:
To be admitted to this programme, a person shall have:

i) Pass in Senate recognised Form 6/Year 12 or equivalent with English; or

ii) Two years or more relevant work experience with pass in Senate recognised Form 6/Year 12 or equivalent with English; or

11.2 Courses:
This programme comprises 4 courses: CEP41, CEP42, CEP43 and CEP44

12.0 DIPLOMA IN ACCOUNTING (LEVEL 5)

12.1 Admission Requirements:
To be admitted to this programme a person shall have:

i) Pass in Senate recognised Form 6/Year 12 or equivalent with English and Accounting; or

ii) Two years or more relevant work experience with pass in Senate recognised Form 6/Year 12 or equivalent with English; or

iii) Completed relevant certificate IV level from recognised institutions; or

iv) Met the mature student admission criteria

12.2 Courses:
This programme comprises 13 courses: CEA41, CEA42, CEA43, CEA44, CEA45, CEO44, CEA51, CEA52, CEA53, CEA54, CEA55, CEA56 and CEA57

13.0 DIPLOMA IN OFFICE MANAGEMENT (LEVEL 5)

13.1 Admission Requirements:
To be admitted to this programme a person shall have:

i) A pass in Senate recognised Form 6/Year 12 or equivalent with English; or

ii) Two years or more relevant work experience with pass in Senate recognised Form 6/Year 12 or equivalent with English; or

iii) Completed relevant Certificate IV level from recognised institutions; or

iv) Met the mature student admission criteria
13.2 Courses:
This programme comprises 13 courses: CEO41, CEO42, CEO43, CEO44, CEO45, CEO46, CEO51, CEO52, CEO53, CEO54, CEO55, CEO56 and CEO57

14.0 DIPLOMA OF PROJECT MANAGEMENT (LEVEL 5)
14.1 Admission Requirements:
To be admitted to this programme a person shall have:

i) Two (2) years of work experience with pass in Senate recognized Form6/Year 12 or equivalent with English or;

ii) Five (5) or more years of relevant work experience with employer recommendation and/or sponsorship if criteria (i) not met.

14.2 Courses:
This programme comprises 8 courses: CEP41, CEP42, CEP43, CEP44, CEP51, CEP52, CEP53, and CEP54.

15.0 DIPLOMA OF HUMAN RESOURCES MANAGEMENT (LEVEL 5)
15.1 Admission Requirements:
To be admitted to this programme a person shall have:

i) Pass in Senate recognized Form6/Year 12 or equivalent with English; or

ii) Met the mature student admission criteria.

15.2 Courses:
This programme comprises 13 courses: CEH41, CEH42, CEH43, CEH44, CEH45, CEH46, CEH51, CEH52, CEH53, CEH54, CEH55, CEH56, and CEH57.

16.0 PROFESSIONAL DIPLOMA IN BUSINESS MANAGEMENT
16.1 Admission Requirements:
To be admitted to this programme a person shall have:

i) Five (5) or more years of work experience and pass in Senate recognised Form 6/Year 12 or equivalent with English; and

ii) Support letter from employer stating work experience and responsibilities.

16.2 Courses:
This programme comprises 6 courses which is made up of 4 core courses; CEB61, CEB62, CEB63, CEB64; and 2 courses to be selected from the 4 electives; CEB65, CEB66, CEB67 and CEB68.

COLLEGE OF ARTS & HUMANITIES

17.0 PRELIMINARY ARTS STREAM
17.1 Admission Requirements:
To be admitted to this programme a person shall have:

i) Successful completion of form 5 or Year 11 with satisfactory school report and reference from school Principal when applying for admission.

ii) Those that scored below 180 in the Fiji Year 12 Examinations or equivalent.
17.2 Courses:
To complete the Certificate in Preliminary Studies (Arts) Programme students must pass eight Preliminary courses two of which are the compulsory English courses of LLP13 and LLP14. Students may choose from HYP01, PLP01, SOP01 TEP02 and other Preliminary courses to make up the required eight courses.

18.0 FOUNDATION ARTS
18.1 Admission Requirements:
To be admitted to this programme a person shall have:

i) Fiji: Pass in the National Year 12 Examination with an aggregate score of 200 out of 400 and at least 50% in each of the four subjects of which one must be English.

ii) Countries sitting Senior Secondary Certificate or Form 6 or Year 12 equivalent: Pass with an aggregate score of 4-19 with English not more than 4 and not more than 5 in 3 other subjects.

iii) From USP Preliminary: Pass in LLP14 & LLP13 and 6 other USP Preliminary courses.

iv) Completed studies at Form 6 level deemed equivalent to the above.

v) Successful completion of unclassified requirements.

vi) Those that scored below 180 in the Fiji Year 13 National Examination.

18.2 Courses:
To complete the Certificate in Foundation Studies (Arts) Programme students must pass eight Foundation courses two of which are the compulsory English courses of LLF14 and LLF11. Students may choose from HYF01, PLF01, SOF01, SOF02, TEF02, TEF03 and other Foundation courses to make up the required eight courses.

19.0 CERTIFICATE III IN COMMUNITY DEVELOPMENT
19.1 Admission Requirements:
To be admitted to this programme a person shall have:

i) Pass in Senate recognised Form 4/Year 10 or equivalent with English and must be 18 years and over; or

ii) Relevant work experience in Community Development; or

iii) Met the mature student admission criteria.

19.2 Courses
This programme comprises 5 courses: CECD31, CECD32, CECD33, LLP14 and LLP13. LLP14 to be completed before LLP13.

20.0 CERTIFICATE III IN EARLY CHILDHOOD EDUCATION AND CARE
20.1 Admission Requirements:
To be admitted to this programme, a person shall have:

i) A pass in Senate recognised Form 4/Year 10 or equivalent with English and must be 18 years and over; or

ii) Met the mature student admission criteria; or
iii) Three (3) years early childhood teaching experience.

20.2 Courses:
This programme comprises of 5 courses: CEE31, CEE32, CEE33, CEE34 and CEE35.

21.0 CERTIFICATE IV IN EARLY CHILDHOOD EDUCATION & CARE

21.1 Admission Requirements:
To be admitted to this programme a person shall have:
i) Pass in Senate recognised Form 6/Year 12 or equivalent with English; or
ii) Completed Certificate in Early Childhood Education (Level 3); or
iii) Three years relevant work experience; or
iv) Met the mature student admission criteria.

21.2 Courses:
This programme comprises 6 courses: CEE41, CEE42, CEE43, CEE44, CEE45, and CEE46

22.0 CERTIFICATE IV IN LIBRARY / INFORMATION STUDIES
(This programme is offered in partnership with the University Library)

22.1 Admission Requirements:
To be admitted to this programme, a person shall have:
i) A pass in Senate recognised Form 6/Year 12 or equivalent with English; or
ii) Relevant work experience; or
iii) Met the mature student admission criteria.

22.2 Courses:
This programme comprises 5 courses: CEL41, CEL42, CEL43, CEL44, and CEL45

23.0 CERTIFICATE IV IN TRAINING, ASSESSMENT & EVALUATION

23.1 Admission Requirements:
To be admitted to this programme a person shall have:
i) Pass in Senate recognised Form 6/Year 12 or equivalent with English and minimum of two years work experience; or
ii) Extensive workplace, TVET or adult training experience with recommendation from the employer

23.2 Courses:
This programme comprises 4 courses: CET41, CET42, CET43 and CET44

24.0 DIPLOMA OF COUNSELLING (LEVEL 5)

24.1 Admission Requirements:
To be admitted to this programme, a person:
i) Must have minimum pass in form 6/year 12 with English and have minimum of one year work experience in the field; or
ii) Met the University mature student admission criteria
24.2 Courses:
This programme comprises 8 courses: CEC51, CEC52, CEC53, CEC54, CEC55, CEC56, CEC57 & CEC58

COLLEGE OF SCIENCE, TECHNOLOGY & ENVIRONMENT

25.0 PRELIMINARY SCIENCE STREAM

25.1 Admission Requirements:
To be admitted to this programme a person shall have:

i) Successful completion of form 5 or Year 11 with satisfactory school report and reference from school Principal when applying for admission.

ii) Those that scored below 180 in the Fiji Year 12 Examinations or equivalent.

25.2 Courses:
To complete the Preliminary Science Programme students must pass LLP13, LLP14, MAP12, MAP13 and four other preliminary courses from MAP11, BIP02, BIP03, CHP02, CHP03, ISP21, GEP01, GEP02, PHP02, PHP03.

26.0 FOUNDATION SCIENCE STREAM

26.1 Admission Requirements:
To be admitted to this programme a person shall have:

i) Fiji: Pass in the National Year 12 Examination with an aggregate score of 200 out of 400 and at least 50% in each of the four subjects of which one must be English.

ii) Countries sitting Senior Secondary Certificate: Pass with an aggregate score of 4-12 with English not more than 3 and not more than 4 in other subjects.

iii) From USP Preliminary: Pass in LLP14 & LLP13 and 6 other USP Preliminary courses.

iv) Completed studies at Form 6 level deemed equivalent to the above.

v) Successful completion of unclassified requirements.

vi) Those that scored below 180 in the Fiji Year 13 National Examination.

26.2 Courses:
To complete the Foundation Science Programme students must pass LLF14, LLF11, MAF11, MAF12 and four other foundation courses from BIF02, BIF03, CHF02, CHF03, CSF12, ISF21, GEF01, GEF02, PHF02, & PHF03.

27.0 CERTIFICATE IV IN FISHERIES ENFORCEMENT AND COMPLIANCE

27.1 Admission Requirements:
To be admitted to this programme a person shall have:

i) A Pass in Senate recognised Form 6/Year 12 or equivalent with English and 2 years relevant work experience; or

ii) Met the mature student criteria with relevant work experience.
27.2 Courses:
This programme comprises of 4 courses: CEFC41, CEFC42, CEFC43 and CEFC44.

28.0 CERTIFICATE IV IN INFORMATION TECHNOLOGY (SUPPORT)

28.1 Admission Requirements:
To be admitted to this programme a person shall have:

i) Pass in Senate recognised Form 6/Year 12 or equivalent with English; or
ii) Minimum of two years of relevant work experience; or
iii) Met the mature student admission criteria

28.2 Courses:
This programme comprises 6 courses: CEI41, CEI42, CEI43, CEI44, CEI45, and CEI46

29.0 DIPLOMA OF INFORMATION TECHNOLOGY (LEVEL 5)

29.1 Admission Requirements:
To be admitted to this programme a person shall have:

i) Pass in Senate Recognised Year 12 or equivalent with English; or
ii) Minimum of three years of relevant work experience in IT; or
iii) Completed relevant Certificate III and/or IV from recognised institution; or
iv) Met the mature student admission criteria.

29.2 Courses
This programme comprises 13 courses: CEI41, CEI42, CEI43, CEI44, CEI45, CEI46, CEI51, CEI52, CEI53, CEI54, CEI55, CEI56 and CEI57

29.3 Students exiting either 28.0 Certificate IV in Information Technology (Support) Programme or 29.0 Diploma in Information Technology (Level 5) Programme must complete compulsory International Computer Driving License (ICDL) Testing.
1.0 Foundation and Preliminary Programmes are offered in all regional USP member countries, where there are qualifications offered at schools that are regarded as equivalent to the USP Preliminary and Foundation programmes and these are listed below.

<table>
<thead>
<tr>
<th>Country</th>
<th>‘Form 6’ or Preliminary level</th>
<th>‘Form 7’ or Foundation level</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cook Islands</td>
<td>NZ NCEA* Level 2</td>
<td>NZ NCEA* Level 3</td>
</tr>
<tr>
<td>Kiribati</td>
<td>KSSC</td>
<td>South Pacific Form 7</td>
</tr>
<tr>
<td>Fiji</td>
<td>Fiji Year 12 Certificate</td>
<td>Fiji Year 13 Certificate</td>
</tr>
<tr>
<td>Marshall Islands</td>
<td>No equivalent</td>
<td>RMI Foundation</td>
</tr>
<tr>
<td>Nauru</td>
<td>QSCE</td>
<td>QSCE</td>
</tr>
<tr>
<td>Niue</td>
<td>NZ NCEA Level 2</td>
<td>No equivalent</td>
</tr>
<tr>
<td>Samoa</td>
<td>Samoa Senior Secondary Certificate</td>
<td>NUS Foundation Certificate</td>
</tr>
<tr>
<td>Solomon Islands</td>
<td>SISSC</td>
<td>South Pacific Form 7</td>
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<tr>
<td>Tokelau</td>
<td>No equivalent</td>
<td>Form 7</td>
</tr>
<tr>
<td>Tonga</td>
<td>TFSC</td>
<td>TNFSC</td>
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<tr>
<td>Tuvalu</td>
<td>TSSC</td>
<td>No equivalent</td>
</tr>
<tr>
<td>Vanuatu</td>
<td>VSSC</td>
<td>South Pacific Form Seven Certificate</td>
</tr>
</tbody>
</table>

* NZ National Certificate of Educational Achievement

Key: Level Equivalence
Level 1: Form 5
Level 2: Form 6
Level 3: Form 7

2.0 FORM 6 AND FORM 7 EQUIVALENT EXAMINATIONS

The general admission requirements from the equivalent examinations are as follows:

2.1 Form 6 Equivalent Examinations

A person seeking admission on the basis of a Form 6 or equivalent examination shall have:

(a) in the Fiji Year 12 Certificate Examination in 2015 and thereafter, achieved:
   i) an aggregate of not less than 200 marks out of 400; and
   ii) at least 50% in each of four subjects, one of which is English; or

(b) in a National Senior Secondary Certificate or Form Six Certificate equivalent, achieved:
   i) an aggregate of not more than 3 in English plus three other subjects; and
   ii) not more than 4 in any of the four subjects; or
(c) passed the two preliminary English and six other courses in the USP Preliminary Programme; and
(d) completed studies at Form 6 level deemed equivalent to the above.

2.2 Form 7 Equivalent Examinations

A person seeking admission on the basis of a Form 7 or equivalent examination shall have:
(a) in the Fiji Year 13 Examination in 2015 and thereafter, achieved:
   (i) an aggregate of not less than 200 marks out of 400; and
   (ii) at least 50% in each of the four subjects, one of which is English; or
(b) in the South Pacific Form Seven or Year 13 Certificate, achieved:
   (i) at least three ‘B’ grades and one ‘C’ grade in four subjects; and
   (ii) at least a ‘C’ grade in English; or
(c) in the New Zealand National Certificate of Educational Achievement (NCEA), achieved at least 62 credits at Level 3 or higher, including at least 16 credits at Level 3 in each of three subjects and 14 credits at Level 3 in English.
(d) been awarded a National University of Samoa Foundation Certificate; or
(e) completed the requirements for a USP Certificate in Foundation Studies; or
(f) completed studies at Form 7 level deemed equivalent to the above.

3.0 PRELIMINARY PROGRAMME

Through the three Colleges of Pacific TAFE, Preliminary studies can be pursued in either Arts, Business or Science. Achievement of this programme allows a student to enter the Foundation programme or a relevant Certificate programme for employment in either of the three Colleges of Pacific TAFE. Students who do not achieve the entry mark into foundation will have an opportunity to continue with studies through the Unclassified Preliminary studies.

3.1 Admission Requirements for Preliminary Programme

(a) To be admitted to a Preliminary Programme, a person shall have successfully completed Form 5 or an equivalent examination. Such persons must submit a satisfactory school report and reference from the School Principal when applying for admission.

(b) Alternative Pathways to Foundation Studies and Preliminary Studies

(i) Persons Scoring 200 or More but Passed Less Than Four Fiji Y12 Subjects

Persons who have taken the Senate-recognised Fiji Y12 Examination in 2015 and thereafter and obtained a score of 200 or above but failed to obtain:

- 50% or more in one or more of the Fiji Y12 subject(s) and or the required subject pass mark(s) shall be admitted to Unclassified Preliminary Studies. Such persons will be required to register for the Preliminary course(s) equivalent to the Fiji Y12 subject(s):
- failed and/or may be eligible to register for Foundation course(s) equivalent to the Fiji Y12 subject(s) passed provided their semester registration does not exceed four courses.
(ii) **Persons Scoring Between (180 – 199) and Passed Less Than Four Fiji Y12 Subjects**

Persons who have taken the Senate-recognised Fiji Y12 Examination in 2015 and thereafter and obtained a score between 180 and 199 and failed to obtain:

- 50% or more in one or more of the Fiji Y12 subject(s) and or
- the required subject pass mark(s) shall be admitted to Unclassified Preliminary Studies. Such persons will be required to register for the equivalent Preliminary course(s) equivalent to the Fiji Y12 subject(s):
  - failed and/or may be eligible register for Foundation course(s) equivalent to the Fiji Y12 subject(s) passed provided their semester registration does not exceed four courses.

In addition persons scoring in Fiji Y12 English:

- between (40 and 49)% will be required to do LLP13
- less than 40% will be required to take LLP13 and LLP14.

(iii) **Persons Admitted to the Unclassified Preliminary Programme**

Persons admitted to the Unclassified Preliminary Programme must meet the following requirements:

Persons who in Fiji Y12 English:

- failed and/or
- failed to attain the required subject pass mark must:
  - first register in the Preliminary English course(s) equivalent to the Fiji Y12 English
  - before registering in any other Foundation and or Degree course(s) provided their semester registration does not exceed four courses.

In addition, such persons must first pass the Preliminary English course(s) in the first semester before attempting Foundation course(s) in the following semester.

(c) Met the mature student admission criteria.

### 3.2 Science Laboratory Classes

Some Preliminary Science courses include a component of required laboratory work. Attendance at laboratory classes is compulsory. Students who fail to complete at least three-quarters of the practical requirements of a course shall be awarded a fail grade notwithstanding the fact that the student may have total marks for the continuous assessment and final examination that are equal to or greater than the pass mark.

### 3.3 Progression from Preliminary to Foundation

Students intending to pursue Foundation Studies must pass LLP13 and LLP14 and must be fully aware of admission requirements to the Foundation programme before registering for Preliminary courses.
4.0 FOUNDATION PROGRAMME

Pacific TAFE’s three Colleges of Arts, Business and Science offer Foundation Studies in either Arts, Business or Science. Students enrol in the Foundation programme that will enable them to enter the relevant degree studies in the faculties or diploma studies in Pacific TAFE.

4.1 Admission Requirements for the Foundation Programme

Students who have the required aggregate for admission to a Foundation Programme but who do not have a pass in Form 6/Y12 Certificate (or equivalent) English must successfully complete the Preliminary English course(s) before enrolling in USP’s Foundation Programme. Similarly, students with the required total for admission to a Foundation Programme who gain a pass in Form 6/Y12 Certificate (or equivalent) English but do not have a pass in other required Form 6/Y12 (or equivalent) subject(s), may need to pass certain preliminary courses before gaining entry into a USP Pacific TAFE foundation programme.

(a) To be admitted to a Foundation Programme a person shall have:

(i) passed a Senate-recognised Form 6/Y12 Certificate Examination or equivalent examination; or

(ii) met the mature student admission criteria.

(b) A person admitted under clause (a) above with:

(i) A Fiji Y12 Certificate in 2015 and thereafter must have:

• an aggregate of not less than 200 marks out of 400 with at least 50% in English and in three other subjects;

• for entry into the Foundation Science Programme, a person must have an aggregate of not less than 200 marks out of 400 with at least 50% in English, Mathematics and in at least two subjects from agricultural science, biology, chemistry, geography, physics and technical drawing or any other approved subject.

• for entry into the Foundation Arts and Foundation Business stream, a person must have an aggregate of at least 200 out of 400 with at least 50% in English and in any three of the following subjects: accounting, agricultural science, economics, geography, history, mathematics or any other approved subject.

(ii) A Pacific Senior Secondary Certificate or National Senior Secondary Certificate or National Form 6, must have:

• not more than 4 in English; and

• for entry into the Foundation Science Programme, individual attainment in mathematics, and at least two subjects from agricultural science, biology, chemistry, geography and physics shall not be above a grade of 5; or

• for entry into the Foundation Arts and Foundation Business stream, individual attainment in English and in any three subjects from accounting, agricultural science, economics, geography, history, mathematics and sociology shall not be above a grade of 5.
The USP Pacific TAFE Foundation Programmes are available by flexible learning from all USP campuses, and face-to-face at Laucala Campus and at accredited schools in some USP member countries.

All Foundation courses have an ‘F’ as the third character of their course code.

4.2 Science Laboratory Classes

Some Foundation Science courses include a component of required laboratory work. Attendance at laboratory classes is compulsory. Students who fail to complete at least three-quarters of the practical requirements of a course shall be awarded a fail grade notwithstanding the fact that the student may have total marks for the continuous assessment and final examination which are equal to or greater than the pass mark.

4.3 Progression from Foundation to Bachelor Degree Programmes

Students planning to continue to bachelor’s degree studies at USP on completion of a Foundation Programme need to take into consideration the special admission requirements for certain majors (Accounting, Economics, Law, Information Systems, etc.) and seek academic advise on these before registering for Foundation courses. A pass in LLF11 and LLF14 is required for admission to degree studies from the full Foundation Programme.
The Pacific Centre for Environment and Sustainable Development (PaCE-SD) works with all faculties across the University to offer postgraduate programmes in climate change. This includes:

- A postgraduate diploma in climate change (PGDip CC) that consists in the completion of four 400-level courses
- A MSc in climate change based on a research thesis
- A PhD in climate change based on a research thesis

Because of the cross-cutting aspect of climate change and of the specificity of the region, the courses under the PGDip CC, MSc and PhD research thesis cover a broad range of topics, from climate sciences to the social, financial and economic aspects of climate change, traditional knowledge and the integration of climate change and disaster risk management.

Because of this, research students under the climate change programme are encouraged to collaborate with external co-supervisors from other USP faculties and/or other universities.

**POSTGRADUATE DIPLOMA IN CLIMATE CHANGE (PGDip CC)**

*Admission Requirements*

To be admitted in the Postgraduate Diploma in Climate Change either full-time or part-time, a candidate must have a Bachelor’s degree from a recognised tertiary institution with a GPA of at least 3.0.

Candidates with GPA above 2.5 may be considered in exceptional cases, but will have to complete one or two 400-level courses under an unclassified programme before enrolling in the PGDip CC. Depending on the grade obtained by the students these courses will either remain qualifying courses or be credited in the PGDip CC programme. Factors relevant to considering applications may also include professional experience.

*Courses*

The courses in the Postgraduate Diploma in Climate change are:

- PC414, PC415 (core courses) plus any two of the following:
  - PC424, PC425, PC426, PC428 (offered by PaCE-SD), BI442, EC415, DG414, EV402, EV405, GE407, GE409, LW452, PH407, PH414, PH416, PL400, PL402, SC400 and other relevant courses with the approval of the director of PaCE-SD.

**MASTER OF SCIENCE IN CLIMATE CHANGE (MSc CC)**

The Master’s programme consists of a thesis.

**DOCTOR OF PHILOSOPHY IN CLIMATE CHANGE (PhD CC)**

The Pacific Centre for Environment and Sustainable Development offers a Doctor of Philosophy (PhD) in Climate Change, covering the topics taught at Post-Graduate level at the Centre. Students interested in progressing from a Master’s programme to doctoral studies are advised to contact the Centre Director directly. The Admission and Programme Regulations governing the Doctor of Philosophy appear in page 107 of this publication.
Notes:

(i) The Ministry of Education, Fiji, removed the scaling of F6 /Y12 and F7/Y13 marks in 2015 and as a consequence, USP lowered its admission requirement from 250 to 200 marks out of 400. For persons who sat the F6 /Y12 or F7/Y13 Examination prior to 2015, the previous admission requirement and associated admission requirements will apply.

(ii) For the purposes of these regulations, the Certificates, Diplomas and Bachelors qualifications referred herein are academic qualifications pegged at Level 7 in the Fiji Qualifications Framework which is aligned to the Australian and New Zealand Qualifications Frameworks.

1.0 PROGRAMME STRUCTURE AND CREDITS

1.1 New Undergraduate Degree Structure
In the context of introducing 4 mandatory University Courses (UU100, UU114, UU200, and UU204), the Council approved a new degree structure from 2013 comprising of 24 courses in an 8-8-8 structure.

1.2 Credit Points System
(a) A credit point is the equivalent of 25-30 hours learning time.
(b) All undergraduate courses have a credit point value of 7.5 credit points.
(c) All postgraduate courses have a credit point value of 15 credit points or multiples thereof (e.g., 30, 45, 60 cr.).
(d) For the purposes of assessing fees for a full time student, an Academic Year is defined as 60 credit points.
(e) To be eligible for the award of a Certificate (Certificate Level 7) qualification students will complete a minimum of 45 credit points, including at least 22.5 credits for courses at Level 7.
(f) To be eligible for the award of the Diploma (Diploma Level 7) qualification students will complete 60 credit points from Level 5 or above, including at least 37.5 credits for courses at Level 7.
(g) To be eligible for the award of a Bachelor’s Degree a student must complete at least 180 credit points for a three year degree and 240 credit points for a four year degree (achieved at Levels 5 & 7, including at least 37.5 credits for courses at Level 7).
(h) To be eligible to the award of a Postgraduate Certificate a student must complete a minimum of 22.5 credits points (achieved at Levels 7 & 8, including at least 22.5 credits for courses at Level 8).
(i) To be eligible to the award of a Postgraduate Diploma a student must complete a minimum of 60 credit points (achieved at Levels 7 & 8, including at least 37.5 credits for courses at Level 8).
(j) To be eligible to the award of a Masters Degree, a student must complete at least 120 credit points, except where it builds upon 4 years of prior study successfully completed at Bachelor Degree Level of above, in which case it can be fewer than 120 credits, but no fewer than 60 credits (all credit points for a Master’s Degree must be achieved at Levels 8 & 9, including at least 22.5 credits for courses at Level 9).

(k) Credit points are not applied to CFS or Pacific TAFE courses.

2.0 CERTIFICATE PROGRAMMES

2.1 The Certificate programmes provide relatively short academic courses appropriate to the acquisition of basic knowledge and operational skills, together with an introduction to the theoretical aspects of the areas of activity.

2.2 Certificate programmes are facilitated through flexible learning. They are also exit qualifications for those studying full degree programmes.

2.3 USP offers a wide range of certificate qualifications, many of which require the completion of 6 courses while some require 8 courses.

2.4 General requirements for admission into certificate programmes follow the admission requirements for degree programmes and these are:

   (a) a pass in a Senate-recognised Form 7 or equivalent examination; or
   (b) the completion of a diploma or a degree at a recognised tertiary institution; or
   (c) the completion of a qualification that USP recognises for credit transfer; or
   (d) through the mature admission criteria.

2.5 Special admission requirements, if any, and programme regulations for the certificate programmes, appear under the Faculty in which the Certificate is offered.

3.0 DIPLOMA PROGRAMMES

3.1 The Diploma programme is an expansion of the Certificate programme and normally takes 1.5 to 2 years of full-time studies to complete.

3.2 Students completing the Diploma may continue into the Bachelor’s Degree and, depending on the major area of study to which a student is admitted, will have courses transferred as credits from the Diploma to the Bachelor’s programme.

3.3 Diploma programmes are facilitated through flexible learning. They are also exit qualifications for those studying full degree programmes.

3.4 USP offers a wide range of diploma qualifications, most of which will normally require the completion of 12 courses. Diploma programmes will also require the successful completion of 2 100-level University Courses.

3.5 General requirements for admission into diploma programmes follow the admission requirements for degree programmes and these are:

   (a) a pass in a Senate-recognised Form 7 or equivalent examination; or
   (b) the completion of a diploma or a degree at a recognised tertiary institution; or
   (c) the completion of a qualification that USP recognises for credit transfer; or
   (d) through the mature admission criteria.

3.6 Special admission requirements, if any, and programme regulations for the diploma programmes, appear under the Faculty in which the diploma is offered.
4.0 BACHELOR DEGREE PROGRAMMES

4.1 For students commencing their programmes in 2013, USP will award the following:

3-year Bachelor programmes: 24 courses
- Bachelor of Arts
- Bachelor of Science
- Bachelor of Commerce
- Bachelor of Education
- Bachelor of Agriculture

4-year Prescribed Bachelor programmes: 31–32 courses
- Bachelor of Engineering (Mechanical and Electrical/Electronic)
- Bachelor of Laws (LLB)
- Bachelor of Netcentric Computing
- Bachelor of Software Engineering
- Bachelor of Commerce in Hotel Management
- Bachelor of Arts and Graduate Certificate in Education
- Bachelor of Science and Graduate Certificate in Education
- Bachelor of Commerce and Graduate Certificate in Education

5-year Combined Bachelor Programmes: (40 courses)
- Bachelor of Arts and Bachelor of Laws
- Bachelor of Commerce and Bachelor of Laws

Combined programmes will not be less than 5 years in duration.

4.2 BACHELOR PROGRAMME REQUIREMENTS

The 3-year Bachelor programme requires the completion of 24 courses. The 4-year prescribed programmes require between 31 to 32 courses. The joint programme requires the completion of a maximum of 40 courses.

4.2.1 Students of a Bachelor’s degree shall follow a programme of study in 1 or more of the faculties of the University for a period of not less than 6 semesters. Students who have been granted credit transfers or exemptions may complete their programme of study in such lesser time as Senate may permit.

4.2.2 For students admitted to the BAgr, BA, BCom, BEd or BSc each programme of study for the degree of Bachelor shall consist of 24 courses, which must provide for concentrations of study in areas to be designated majors and minors. These discipline areas, majors and minors, shall be chosen from lists and combinations that have been approved by Senate. The precise number and composition of the majors and minors are approved by Senate.

4.2.3 The structure of the Bachelor degree shall, subject to clause 4.2.3, be:

(a) 24 courses for the 3-year degree, which should include 8 courses at 100-level, 8 courses at 200-level, and 8 courses at 300-level (8-8-8 structure). The 4-year degree shall normally have 8 courses in the 4th year of study. The 5-year degree shall have 8 courses each in the 4th and the 5th year of study. With the permission of Senate, a student may, in order to graduate, substitute a course at 200-level with 1 at 300-level. Only 1 such substitution will be allowed. Substitution at the 100-level will not normally be permitted. Students who enroll for the BAgr may, with the approval of the Head of School, substitute appropriate elective courses at the 200- and 300-levels taught in other schools or departments;
(b) All students admitted to degree programmes are required to undertake the 4 University courses as part of their programme. These courses are UU100, UU114, UU200 and UU204. Exemption will only be approved by Senate for accreditation purposes.

(c) All students admitted to degree programmes (with the exception of LLB) are required to pass at least 75% of their Programme course requirement at each level, including university courses, to progress to the next level. I.e. 75% of the 100-level courses required for the programme must be passed before progressing to the 200-level courses; 75% of 200-level courses required for the programme must be passed before progressing to 300-level.

(d) Students who are deemed to have failed the University courses: UU100, UU114, UU200 and UU204, but passed the final examination, may sit a special examination or complete the components of the course which they have not completed, or resubmit a component they had failed.

(e) All 4-year professional (accredited programmes) will normally require successful completion of the requirements of the first 3 years of their study before proceeding to the fourth year of the programme.

(f) Notwithstanding the provision in 4.2.3(c) above, prerequisite requirements will also be strictly adhered to when progressing within a programme.

(g) Progression within the LLB programme will strictly follow the programme requirements. Please see LLB information under the Faculty of Arts, Law and Education.

(h) Subject to clauses 4.4.2 and 4.2.3 (a) above, the BA, BCom and BSc degrees, shall each be structured so that it consists of either:

(i) a single major comprising a minimum of 9 courses and a maximum of 12 courses in 1 discipline (hereafter referred to as the major discipline), chosen from the list of disciplines permitted for that Bachelor’s degree, as follows:
   (a) 2 or more courses must be at the 100-level, and
   (b) 2 or more courses must be at the 200-level, and
   (c) 3 or more courses must be at the 300-level.

(ii) a double major comprising a minimum of 6 courses and a maximum of 8 courses in each of two disciplines (hereafter referred to as the major disciplines), 1 of which is chosen from the list of disciplines permitted for that Bachelor’s degree, and the other of which is also chosen from that list, or, in the case of the Bachelor of Arts and the Bachelor of Commerce, may be chosen from the list for the other of those two degrees, as follows:

   2 or more courses in each of the major disciplines must be at the 100-level; 200-level and 300-level.

4.2.4 The normal full-time course load for a Bachelor’s degree shall be 4 courses in each semester. A student will not be allowed to take an overload. The normal part-time work load would be a maximum of 50% of the full-time course load per semester.

4.2.5 A course is defined as a component of a discipline, normally 1 semester or trimester long. The course description is approved by Senate and appears in this Handbook and Calendar.

4.2.6 No persons shall register in a course unless they have satisfied such prerequisites as Senate may require for that course. Prerequisites may include:

(a) a pass grade (excluding a Restricted Pass) in a specified or unspecified course at a lower level; or
(b) a pass grade in a specified course at the same level.

Notwithstanding these regulations, pre-requisite waivers may be provided under the following circumstances by the Dean or nominee:
(a) Students in their final semester of studies in which case the pre-requisite and the course may be taken concurrently in order to complete their studies in that semester.
(b) Students who have failed the pre-requisite with a ‘D’ grade and take this course concurrently with the required course.

In addition to these general regulations, some bachelor’s programmes have specific regulations. These are listed with the programmes under the Faculty in which they are offered.

4.3 ADMISSION REQUIREMENTS

4.3.1 Persons shall be eligible to be admitted to study for a bachelor’s degree (except the BEd) if they have:
(a) passed the Fiji Y13 Certificate Examination in accordance with 4.3.2 below or its equivalent; or
(b) passed the USP Foundation Programme in accordance with 4.3.4 below; or
(c) met the mature student admission criteria.

4.3.2 Fiji Y13 Certificate Examination Entrants
To be eligible for admission to degree studies under clause 4.3.1(a), persons who have taken a Senate-recognised Fiji Y13 Examination in 2015 and thereafter will be required to obtain a minimum aggregate of two hundred (200) marks in 4 subjects with a minimum score of fifty percent (50%) each in English and the best 3 subjects. Special admission requirements also apply for certain degree programmes and are listed under the faculty in which the programme is offered.

4.3.3 Alternate Pathway to Degree Studies from Fiji Y13
Persons who wish to be admitted to a bachelor’s degree but fail to meet the requirements in 4.3.2 above must first comply with the following requirements:
(a) Persons Scoring 200 or More But Passed Less Than Four Fiji Y13 Subject(s):
   Persons who have taken the Senate-recognised Fiji Y13 Examination in 2015 and thereafter and obtained 200 or above but failed to obtain:
   - 50% or more in 1 or more of the Fiji Y13 subject(s) and/or
   - the required subject pass mark(s)
   shall be admitted to Unclassified Foundation Studies.
   Such persons will be required to register for the Foundation course(s) equivalent to the Fiji Y13 subject(s):
   - that they failed and/or
   - that they failed to attain the required subject pass mark(s)
   may be eligible to register for degree course(s) equivalent to the Y13 subject(s) passed provided their semester registration does not exceed 4 courses.
(b) Persons Scoring Less Than 200 and Passed Less Than Four Fiji Y13 Subject(s)
   (i) Persons Scoring Between (180 – 199) and Passed Less Than Four Fiji Y13 Subjects
   Persons who have taken the Senate-recognised Fiji Y13 Examination in...
2015 and thereafter and obtained a score between 180 and 199 and failed to obtain:
- 50% or more in 1 or more of the Fiji Y13 subject(s) and/or
- the required subject pass mark(s)
shall be admitted into Unclassified Foundation Studies.
Such persons will be required to register for the equivalent Foundation year-long course(s) of the Y13 subject(s):
- failed and/or
- that they failed to attain the required subject pass mark(s)
may be eligible to register for degree course(s) equivalent to the Y13 subjects passed provided their semester registration does not exceed 4 courses.
Special Admission Requirements apply to:
- specific major(s) and/or minor where applicable such as Economics, Law, Science and
- programmes such as Bachelor of Netcentric Computing, etc. as listed under the faculty in which they are offered.
Those applying for:
- a major(s) and/or minor where applicable in Literature, Linguistics and Journalism and
- Literature & Language as a teaching subject major
will be required to score at least 60% in Fiji Y13 English.
In addition persons scoring in Fiji Y13 English:
- between (40 and 49)% will be required to do LLF11
- less than 40% will be required to take LLF11 and LLF14

(ii) persons scoring less than 180 in the Fiji Y13 Certificate Examination:
Persons who have taken the Senate-recognised Fiji Y13 Examination in 2015 and thereafter and obtained less than 180 in 4 subjects irrespective of whether or not the person attained 50% or above in 1 or more of the Fiji Y13 subject(s) will be required to register for the Foundation programme.

(iii) persons admitted to the Unclassified Foundation Programme
Persons admitted to the Unclassified Foundation Programme must meet the following requirements:
Persons who in Fiji Y13 English
- failed and/or
- failed to attain the required subject pass mark must:
  - first register in the Foundation English course(s) equivalent to the Fiji Y13 English
  - before registering in any other Foundation and/or Degree course(s) provided their semester registration does not exceed 4 courses.
In addition, such persons must first pass the Foundation English course(s) in the first semester before attempting degree course(s) in the following semester(s).
4.3.4 To be eligible for admission to degree studies under clause 4.3.1(b) the following criteria should apply to those who are admitted from the Foundation Programme:

(a) To enter the BA, the BCom, the LLB (other than as a graduate), or the BA/LLB or BCom/LLB combined programmes, a person must meet the following minimum requirements:

(i) a grade of C in LLF11 (C+ for LLB) and LLF14; and

(ii) a grade of C in 6 other semester-long courses, provided that in the case of Mathematics, an average C grade in 2 courses MAF11 and MAF12 (considered a year-long sequence), may be credited as 2 of the 6 required courses.

(iii) Pre-requisites and Recommended courses for students completing the Foundation Programme and intending to study at degree level are listed below:

<table>
<thead>
<tr>
<th>Degree and Major</th>
<th>Compulsory</th>
<th>Recommended</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bachelor of Agriculture</td>
<td>BIF02, BIF03, CHF02, CHF03</td>
<td></td>
</tr>
<tr>
<td>Accounting major</td>
<td>MAF11 or MAF12</td>
<td>AFF01</td>
</tr>
<tr>
<td>Finance major</td>
<td>MAF11 or MAF12</td>
<td></td>
</tr>
<tr>
<td>Banking major</td>
<td></td>
<td>AFF01</td>
</tr>
<tr>
<td>Economics major</td>
<td>MAF11, MAF12</td>
<td>ECF01</td>
</tr>
<tr>
<td>Management major</td>
<td></td>
<td>CSF12, ISF21</td>
</tr>
<tr>
<td>Bachelor of Engineering</td>
<td>C+ in MAF11 and MAF12, PHF02, PHF03</td>
<td></td>
</tr>
<tr>
<td>Bachelor of Laws</td>
<td>C+ in LLF11</td>
<td></td>
</tr>
<tr>
<td>Bachelor of Science</td>
<td>MAF11, MAF12</td>
<td></td>
</tr>
<tr>
<td>Bachelor of Net-Centric Computing</td>
<td>C+ in MAF11 and MAF12; pass in CSF12</td>
<td></td>
</tr>
<tr>
<td>Bachelor of Software Engineering</td>
<td>C+ in MAF11 and MAF12; pass in CSF12</td>
<td></td>
</tr>
<tr>
<td>Biology major</td>
<td>BIF02, BIF03</td>
<td></td>
</tr>
<tr>
<td>Chemistry major</td>
<td>CHF02, CHF03</td>
<td>BIF02, BIF03</td>
</tr>
<tr>
<td>Computing Science major</td>
<td>CSF12, C+ in MAF11 and MAF12</td>
<td>ISF21</td>
</tr>
<tr>
<td>Information Systems Majors</td>
<td>ISF21</td>
<td>CSF12, ISF21</td>
</tr>
<tr>
<td>Mathematics major</td>
<td>C+ in MAF11 and MAF12</td>
<td>CSF12, ISF21</td>
</tr>
</tbody>
</table>
Degree and Major | Compulsory | Recommended
--- | --- | ---
Physics major | PHF02, PHF03, MAF11, MAF12 | CHF02, CHF03

(b) **Alternative Pathway to Degree Studies from USP Foundation Programme**

Persons who wish to be admitted to a Bachelor’s degree but fail to meet the requirements in accordance with 4.3.4 (a) above must first comply with the following Unclassified Foundation Programme requirements:

(i) Persons who have attempted and passed 8 foundation courses but failed English, or Math or any other relevant Foundation course(s) shall be required to repeat the failed course(s). Such a person may subject to satisfying pre-requisites be allowed to register for up to 2 degree courses.

(ii) Persons who have attempted 8 foundation courses and passed between 6 and 7 courses will be required to repeat the failed courses. Such a person may subject to satisfying pre-requisites be allowed to register for 1 degree course.

(iii) Persons who have attempted 8 foundation courses and passed a maximum of 5 courses in the Foundation programme will not be allowed to register for any degree course.

For disciplines that require the completion of the Foundation courses in both semesters, (e.g. MAF11 and MAF12 for the Sciences), registration in degree courses will be restricted until these requirements are met.

For the complete listing of Pre-Requisites and Recommended foundation courses for the relevant Degree or Discipline, please refer to the table in 4.3.4 (a) (ii) above.

4.3.5 **South Pacific Board for Educational Assessment (SPBEA) South Pacific Form Seven Certificate Entrants**

To be eligible for admission to degree studies under clause 4.3.1 (a), persons who have taken the South Pacific Board for Educational Assessment (SPBEA) South Pacific Form Seven Certificate examination shall qualify if they obtained:

(a) **ACHIEVED** or better in English plus 3 other subjects as the general admission requirements;

(b) **ACHIEVED** or better in English plus 2 other subjects and **MERIT** in mathematics for the Bachelor of Netcentric Computing, Bachelor of Software Engineering, and majors in CS, Mathematics, Accounting and Economics;

(c) **MERIT** in English; and **ACHIEVED** or better in 3 other subjects for admission to the Law programmes;

(d) **MERIT** in Physics and Mathematics; and **ACHIEVED** or better in English, plus 1 other subject for admission to the physics major and to the Bachelor of Engineering

Where a student has a **“YET TO ACHIEVE”** as 1 of the 4 subjects included in the proposed course of study, the student must take the Foundation course for that subject. The above provision is based on the assumption that the student has successfully completed the Foundation course.
4.3.6 National Certificate of Educational Achievement (NCEA) Entrants

To be eligible for admission to degree studies under clause 4.3.1(a), persons who have completed the National Certificate of Educational Achievement (NCEA) assessment shall qualify if the person has completed

(a) Minimum of 62 credits to be as follows:
   Minimum of 42 credits from 3 Level-3 subjects comprising English with minimum of 14 credits and 2 other Level 3 subjects each with a minimum of 14 credits subject to (ii) below plus Minimum of 20 credits from Level 2 subjects or above to be made up of 2 subjects with a minimum of 10 credits each.

(b) For admission to the following programmes and majors the admission requirements will be as follows:
   - Bachelor of Science: The Level 3 subjects will be English, Maths and 1 other Science subject
   - Bachelor of Engineering: The Level 3 subjects will be English, Physics and Mathematics
   - Bachelor of Agriculture: The Level 3 subjects will be English, Chemistry and Biology
   - For majors in Accounting, Economics and Computing Science: The Level 3 subjects will be English, Mathematics and 1 other subject

4.3.7 National University of Samoa Entrants

Admission criteria into degree programmes from the Preparatory Science and Social Science programmes of the National University of Samoa, Senate has ruled that under clause 4.3.4 the admission criteria for the USP Foundation students shall be the norm for the National University of Samoa students for as long as the USP Foundation prescriptions in each of the courses continue to be used by the National University of Samoa. In the event of substantial modifications to current National University of Samoa course prescriptions, these criteria will be reviewed.

4.3.8 Solomon Islands College for Higher Education Entrants

Admission criteria to University programmes from the Foundation Year (Social Science) of the Solomon Islands College for Higher Education. Senate has ruled that persons who successfully completed the SICHE Foundation Year Social Science programme are eligible to be admitted to University studies provided that:

(a) they meet the requirements stipulated under item 4.3.4(a) above (for admission to non-Science bachelor’s degree programmes); or

(b) they meet the requirements for admission to other programmes.

This arrangement shall be subject to 2-yearly reviews.

4.3.9 Suva Christian Community High School Form 7 Entrants

To be eligible for admission to degree studies under clause 4.3.1(a), persons who have completed the Accelerated Christian Education (ACE) Level 3 or Y13 Certificate must have gained at least 4 Credits in English and 3 other subjects comprising of Literature, Maths, Science and Social Studies designated “Level 3 or Year 13.”

For admission to the following programmes and majors the admission requirements will be as follows:

(a) For the Bachelor of Agriculture the Level 3 subjects will be English, Science (pass in Chemistry and Biology) and 2 other subjects.

For majors in Accounting and Economics the Level 3 subjects will be English, Maths and 2 other subjects.
(c) For the Bachelor of Science programme and majors, the initial admission will be to the Unclassified Studies programme under which students will be required to undertake MAF12 with 3 degree level courses.

(d) For admission to majors in Physics, Maths and Computing Science and to the Bachelor of Engineering, Bachelor of Software Engineering and Bachelor of Netcentric Computing students are required to pass MAF12 with a B grade under (c) above.

4.3.10 **American International Christian School Form 7 Entrants**

To be eligible for admission to degree studies under clause 4.3.1(a), persons who have taken the American International Christian School Form 7 examinations shall qualify if they:

(a) pass 5 year-long courses; and

(b) pass the LLF11 and LLF14 examination, for which they are not required to register or pay fees; and

(c) for admission to programmes and majors requiring passes in a Senate-recognised Form 7 examination or equivalent in any of mathematics, biology, chemistry or physics or any other particular subject, they must also pass the equivalent USP Foundation courses.

4.3.11 **University of Southern Queensland Entrants**

To be eligible for admission to degree studies under clause 4.3.1(a), persons shall qualify who have completed, at the University of Southern Queensland:

(a) the UNIPREP Year, if the person had been admitted to the UNIPREP Year from a Senate-recognised Form 7 examination or equivalent with an aggregate mark between 220 and 249, and has attained at least a C grade in each of the 4 required subjects; or

(b) Foundation Year, if the person has attained at least a C grade in each of the 10 required courses; and

(c) also pass the equivalent USP Foundation course, for admission to programmes and majors requiring passes in a Senate-recognised Form 7 examination or equivalent in any of mathematics, biology, chemistry or physics or any other particular subject.

4.3.12 **Global Assessment Certificate Entrants**

To be eligible for admission to degree studies under clause 4.3.1(a) persons who have taken the Global Assessment Certificate shall qualify if they have:

(a) an overall GPA of at least 2.5 and a minimum GPA of 2.5 in each subject taken; and

(b) for admission to programmes and majors passes in the Senate-recognised Form 7 examination or equivalent in any of mathematics, biology, chemistry or physics or any other particular subject, have also passed the equivalent USP Foundation courses.

4.4 **Admission Requirements for International Applicants**

International applicants are those who are citizens of non-USP member countries.

4.4.1 **English Language Requirement**

All international applicants from non-native English speaking countries must meet the University’s English language requirements for admission. When examination scores are used to demonstrate English proficiency, these scores must have been attained within 2 years of the date of application for admissions. USP accepts the following methods as evidence of proficient English language skills:
<table>
<thead>
<tr>
<th>ENGLISH EXAM OR PREPARATION</th>
<th>FOUNDATION</th>
<th>DIPLOMA AND UNDERGRADUATE</th>
<th>POSTGRADUATE</th>
</tr>
</thead>
<tbody>
<tr>
<td>IELTS</td>
<td>5.0 overall (minimum of 5.0 in writing)</td>
<td>6.0 overall (minimum of 6.0 in writing)</td>
<td>6.5 overall (minimum of 6.5 in writing)</td>
</tr>
<tr>
<td>TOEFL</td>
<td>Paper - 417 overall (minimum of 52 in writing)</td>
<td>Paper - 497 overall (minimum of 59 in writing)</td>
<td>Paper - 550 overall (minimum of 61 in writing)</td>
</tr>
<tr>
<td></td>
<td>iBT – 35 overall (minimum of 14 in writing)</td>
<td>iBT – 60 overall (minimum of 22 in writing)</td>
<td>iBT – 79 overall (minimum of 24 in writing)</td>
</tr>
<tr>
<td>Pearson Test of Academic English</td>
<td>Overall score of 42 with no score less than 35</td>
<td>Overall score of 50 with no score less than 42</td>
<td>Overall Score of 58 with no score less than 50</td>
</tr>
<tr>
<td>Cambridge Certificate in Advanced English</td>
<td>47 overall</td>
<td>52 overall</td>
<td>58 overall</td>
</tr>
<tr>
<td>International Baccalaureate</td>
<td>Standard Level – score of 5 or higher</td>
<td>Higher Level – score of 4 or higher</td>
<td>N/A</td>
</tr>
<tr>
<td>Secondary Education</td>
<td>At least two years of full-time study at the secondary education level where the medium of instruction was English</td>
<td>At least three years of full-time study at the secondary education level where the medium of instruction was English.</td>
<td>N/A</td>
</tr>
<tr>
<td>Tertiary Education</td>
<td>N/A</td>
<td>At least one year of full-time study at the undergraduate level, where the medium of instruction was English.</td>
<td>At least two years of full-time study at the undergraduate level, where the medium of instruction was English.</td>
</tr>
</tbody>
</table>

* Applicants who fail to meet the English language requirement for admission into a USP programme, but meet all other admission requirements may be entered into a Bridging/ Unclassified Programme.

** Applicants to Preliminary Studies must demonstrate the equivalency of an IELTS score of 4.0.
### 4.4.2 Academic Equivalencies Guidelines

For admission into USP, international applicants must have completed an educational qualification considered to be at least equivalent to the regional standards. As a general guideline, the following international academic qualifications may be evaluated for admission into The University of the South Pacific.

* Applicants with academic qualifications not listed below will be evaluated on an individual basis.

<table>
<thead>
<tr>
<th>COUNTRY/INSTITUTION</th>
<th>FOUNDATION</th>
<th>DIPLOMA AND UNDERGRADUATE</th>
<th>POSTGRADUATE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Australia</td>
<td>Successful completion of Year 11</td>
<td>Australian Certificate of Education, successful completion of Year 12 (Satisfactory in all subjects)</td>
<td>Satisfactory completion of a Bachelor degree from a recognised tertiary institution</td>
</tr>
<tr>
<td>Bangladesh</td>
<td>Successful completion of the Higher School Certificate (HSC)/Intermediate Certificate</td>
<td>Completion of Higher School Certificate (HSC) with First Division Pass (60%) or a minimum overall grade point average of 3.0</td>
<td>Satisfactory completion of a Bachelor degree from a recognised tertiary institution</td>
</tr>
<tr>
<td>Brazil</td>
<td>Successful completion of ‘Diploma de Ensino Médio’</td>
<td>Completion of ‘Diploma de Ensino Médio’ with an average grade of 70%</td>
<td>Satisfactory completion of a Bachelor degree from a recognised tertiary institution</td>
</tr>
<tr>
<td>Canada</td>
<td>Successful completion of Year 11</td>
<td>Completion of Provincial High School Diploma with an average grade of 60%</td>
<td>Satisfactory completion of a Bachelor degree from a recognised tertiary institution</td>
</tr>
<tr>
<td>COUNTRY/INSTITUTION</td>
<td>FOUNDATION</td>
<td>DIPLOMA AND UNDERGRADUATE</td>
<td>POSTGRADUATE</td>
</tr>
<tr>
<td>---------------------</td>
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<td>--------------</td>
</tr>
<tr>
<td>China</td>
<td>Completion of the SM2 (Senior Middle 2 or Gao Er) with an average of 70%</td>
<td>Completion of Certificate of Graduation (High School or Gao San) plus a minimum of one year’s study at a recognised university, or completion of Senior Middle 3 with an average of 85% in four academic subjects, or a minimum of 65% on the National University Entrance Examination (Gao Kao)</td>
<td>Successful completion of a 4-year undergraduate degree from a recognised tertiary institution, endorsed according to the “Regulations Concerning Academic Degrees in the People’s Republic of China”</td>
</tr>
<tr>
<td>France and French Territories</td>
<td>Successful completion of Secondary schooling equivalent to the Fiji Form 6</td>
<td>Successful completion of the Baccalauréat</td>
<td>Satisfactory completion of a Bachelor degree from a recognised tertiary institution</td>
</tr>
<tr>
<td>Germany</td>
<td>Successful completion of Secondary schooling equivalent to the Fiji Form 6</td>
<td>Completion of Abitur or Fachhochschulreife, Zeugnis der Allgemeiten Hochschulreife or Reifezeugnis with a passing grade</td>
<td>Satisfactory completion of a Bachelor degree from a recognised tertiary institution</td>
</tr>
<tr>
<td>COUNTRY/ INSTITUTION</td>
<td>FOUNDATION</td>
<td>DIPLOMA AND UNDERGRADUATE</td>
<td>POSTGRADUATE</td>
</tr>
<tr>
<td>----------------------</td>
<td>------------</td>
<td>---------------------------</td>
<td>--------------</td>
</tr>
<tr>
<td>Hong Kong (SAR)</td>
<td>Successful completion of the 12th year of schooling, or equivalent to the Fiji Form 6, or Hong Kong Diploma of Secondary Education: Senior Middle 2 (Gao Er) with an average of 70%</td>
<td>Completion of the Hong Kong Diploma of Secondary Education with a minimum level of 3 in all four core subjects and two electives, or Hong Kong Advanced Level Examination with a minimum of 2 Advanced Level passes (minimum grade of E) and 3 passes (minimum grade of E) on the Hong Kong Certificate of Education Examination</td>
<td>Satisfactory completion of a Bachelor degree from a recognised tertiary institution</td>
</tr>
<tr>
<td>India</td>
<td>Successful completion of Secondary schooling equivalent to the Fiji Form 6</td>
<td>All India Senior School Certification or Higher School Certificate or Pre-University Certificate (10+2) with minimum average of 75% in best 4 subjects</td>
<td>Satisfactory completion of a Bachelor degree from a recognised tertiary institution</td>
</tr>
<tr>
<td>International Schools</td>
<td>International Baccalaureate Certificate with a minimum of Satisfactory in two subjects</td>
<td>International Baccalaureate Diploma with a minimum of 24 points</td>
<td>N/A</td>
</tr>
<tr>
<td>Japan</td>
<td>Successful completion of High School Second Year</td>
<td>Successful completion of the Upper Secondary School Certificate of Graduation (Kotogakko Sotsugyo Shomeisho)</td>
<td>Satisfactory completion of a Bachelor degree from a recognised tertiary institution</td>
</tr>
<tr>
<td>Korea, Republic of</td>
<td>Successful completion of High School Second Year</td>
<td>Completion of Immumgye Kodung Hakkyo Choeupchang with an average grade of “Mi”</td>
<td>Satisfactory completion of a Bachelor degree from a recognised tertiary institution</td>
</tr>
<tr>
<td>COUNTRY/ INSTITUTION</td>
<td>FOUNDATION</td>
<td>DIPLOMA AND UNDERGRADUATE</td>
<td>POSTGRADUATE</td>
</tr>
<tr>
<td>----------------------</td>
<td>------------</td>
<td>----------------------------</td>
<td>--------------</td>
</tr>
<tr>
<td>Malaysia</td>
<td>Completion of Lower 6th in Secondary School</td>
<td>Completion of Sijil Tinggi Pelajaran Malaysia (STPM) with a minimum grade point average of 2.0 (4.0 scale)</td>
<td>Satisfactory completion of a Bachelor degree from a recognised tertiary institution</td>
</tr>
<tr>
<td>Nepal</td>
<td>Successful completion of the HSC or Proficiency Certification in Pass Class</td>
<td>Successful completion of the Proficiency Certificate in First Class</td>
<td>Satisfactory completion of a Bachelor degree from a recognised tertiary institution</td>
</tr>
<tr>
<td>New Zealand</td>
<td>Successful completion of the 12th year of schooling</td>
<td>Completion of the National Certificate of Educational Achievement (NCEA) with a minimum of 80 credits (62 at Level 3)</td>
<td>Satisfactory completion of a Bachelor degree from a recognised tertiary institution</td>
</tr>
<tr>
<td>Nigeria</td>
<td>Satisfactory completion of the Senior Secondary Certificate</td>
<td>Successful completion of the Senior Secondary Certificate plus successful completion of 1 year of study at a recognised tertiary institution</td>
<td>Satisfactory completion of a 4-year Bachelor degree from a recognised tertiary institution</td>
</tr>
<tr>
<td>Norway</td>
<td>Successful completion of 2 years of Upper Secondary schooling</td>
<td>Completion of Vitnemål Fra Videregående Skole Minimum overall grade average of 4.0 (6.0 scale)</td>
<td>Satisfactory completion of a Bachelor degree from a recognised tertiary institution</td>
</tr>
<tr>
<td>Pakistan</td>
<td>Successful completion of GCE ‘O’ levels</td>
<td>Completion of the Higher Secondary School Certificate with an average grade of B or 65% minimum in each subject, or GCE ‘A’ Levels with a passing grade in 3 subjects</td>
<td>Satisfactory completion of a 3-year Honours Bachelor degree or 4 year Bachelor degree from a recognised tertiary institution</td>
</tr>
<tr>
<td>COUNTRY/INSTITUTION</td>
<td>FOUNDATION</td>
<td>DIPLOMA AND UNDERGRADUATE</td>
<td>POSTGRADUATE</td>
</tr>
<tr>
<td>---------------------</td>
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<td>--------------</td>
</tr>
<tr>
<td>Papua New Guinea</td>
<td>Successful completion of the 11th year of schooling</td>
<td>Completion of the Higher School Certificate with a minimum GPA of B</td>
<td>Satisfactory completion of an Honours Bachelor degree from a recognised tertiary institution</td>
</tr>
<tr>
<td>United States of America and Territories</td>
<td>High School Diploma with a minimum grade average of C</td>
<td>High School Diploma with excellent grades or successful completion of one year of studies at an accredited tertiary institution.</td>
<td>Satisfactory completion of a Bachelor degree from a recognised tertiary institution</td>
</tr>
</tbody>
</table>

5.0 **POSTGRADUATE CERTIFICATES AND POSTGRADUATE DIPLOMAS**

5.1 At postgraduate level, USP offers graduate certificates, postgraduate certificates and postgraduate diplomas in a range of disciplines. Graduate certificates are offered to students whose first degree is in a different discipline (whereas postgraduate certificates and postgraduate diplomas are in the same discipline as the first degree). In most instances, these can lead to master’s degree programmes, and subsequently to a Doctor of Philosophy (PhD) degree. Most postgraduate courses are available on-campus only.

5.2 Graduate Certificate and Postgraduate Certificate courses comprise of 2-3 courses. New postgraduate students hoping to enrol at the Laucala, Alafua or Emalus Campuses must first complete an application form, available at any campus or from the USP website. Students requiring academic counselling can consult staff at their local USP campus or on-campus academic advisors. Notices about counselling, admission and registration appear in the local media within each USP member country.

5.3 Senate’s delegate in postgraduate matters (apart from confirming completion of a programme) is the relevant Faculty Research and Graduate Affairs Committee.

5.4 **Admission Requirements**

Full details and admission requirements for postgraduate certificates appear under the Faculty in which they are offered.

The general admission requirements for the postgraduate diploma are:

(a) a USP bachelor’s degree with a grade point average (GPA) of at least 3.0 in the 200 and 300-level courses of the relevant discipline;
(b) a tertiary qualification deemed by Senate or its delegate to be equivalent to clause (a);
(c) a professional qualification deemed by Senate or its delegate to be equivalent to clause (a);
(d) in exceptional cases, demonstrated experience or achievement deemed by Senate or its delegate to be sufficient; or
(e) eligible under the mature student admission criteria.

Notwithstanding the provisions set out above, Senate or its delegate may require applicants to demonstrate their suitability for admission by carrying out such work and/or sitting for such examinations as it may determine. A 400-level course taken as a qualifying course for the Postgraduate Diploma may become part of a future postgraduate programme.

Some programmes have additional or exceptional admission or programme requirements, which have been listed with the programmes themselves under their respective Faculties.

5.5 Programme Requirements

Full details and programme requirements for postgraduate certificates appear under the Faculty in which Master’s are offered.

The Postgraduate Diploma is the normal entry qualification for the degree of Master.

(a) The University may award the Postgraduate Diploma in areas of study offered by the University.

(b) Each Postgraduate Diploma shall have a recognised and consistent structure in which the core and the optional courses are clearly defined, and shall be approved by Senate, as listed in the Programmes section of this Handbook and Calendar under respective Faculties.

(c) The maximum period of candidature for the Postgraduate Diploma shall be 2 years of full-time study or 4 years of part-time study.

(d) Students shall not be allowed, during their candidature for the Postgraduate Diploma, to suspend their studies for more than 6 months.

(e) A student who has obtained a GPA of at least 3.0 after completing at least 2 courses for the Postgraduate Diploma may apply for admission to the master’s degree programme.

(f) Each programme of study of the Postgraduate Diploma shall consist of a minimum of 4 courses at 400-level.

(g) A student admitted into the Postgraduate Diploma shall not be allowed to enrol concurrently in the master’s degree programme.

In addition to the above general programme regulations, some postgraduate diplomas have specific regulations.

6.0 MASTER’S PROGRAMME REQUIREMENTS AND REGULATIONS

6.1 MASTER’S PROGRAMME

(a) A Master’s programme is 2 years, worth 120 credit points.

(b) The degree of Master is normally taken after an appropriate postgraduate diploma, except in the cases of the:

(i) Master of Environmental Laws (MEL);

(ii) Master of Laws (LLM);

(iii) Master in Business Administration (MBA);

and where a candidate chooses to enrol directly in the Master’s programme, providing that the candidate qualifies for the relevant postgraduate diploma, the candidate shall be enrolled accordingly, as part of a special Master programme including courses for the PG Diploma as required.
6.2 MASTER’S BY THESIS

6.2.1 ADMISSION REQUIREMENTS FOR MASTER’S BY THESIS PROGRAMME

Persons shall be eligible to be admitted to study for the degree of Master’s by Thesis (120 credit points) if they have:

(a) an outstanding candidate with the degree of bachelor of The University of the South Pacific with a GPA of at least 4.0 in the courses in an appropriate major(s) at the 200- and 300- levels may bypass the postgraduate diploma and proceed to complete the master’s programme by thesis. The candidate may be required to complete postgraduate courses as specified on admission to the master’s programme.

(b) obtained an appropriate Postgraduate Diploma of The University of the South Pacific worth at least 80 credit points with a GPA of at least 3.0.

(c) a student who has obtained a GPA of at least 4.0 after attaining at least 40 credit points in a Postgraduate Diploma programme may apply for admission to the Master’s degree programme.

(d) obtained from some other tertiary institution a qualification deemed by the relevant Faculty Research Committee to be equivalent to a USP bachelor’s degree worth at least 240 credit points with a grade point average (GPA) of at least 4.0 in the 200 and 300 level courses of the relevant discipline.

(e) obtained a professional diploma or degree deemed by the relevant Faculty Research Committee to be equivalent to the requirements set out in (a or b) above.

6.2.2 Senate or the relevant Faculty Research Committee may require applicants to demonstrate their suitability for admission as students for the degree of Master by carrying out such work and/or sitting for such examinations as it may determine.

6.2.3 Students proceeding to the thesis for the degree of Master’s by Thesis shall enrol provisionally for a period not exceeding three months. Students shall during this period prepare and develop their thesis proposal. At the end of this period the relevant Faculty Research Committee shall decide whether as a result of the review of the student’s work the student’s enrolment should be confirmed or cancelled or be granted a maximum extension of three months for resubmission.

6.2.4 If the student’s enrolment is confirmed the date of registration of the student of the degree of Master’s by Thesis shall be the date on which they were enrolled provisionally for the degree.

6.3 DETAILED PROGRAMME REQUIREMENTS FOR MASTER’S BY THESIS PROGRAMMES

6.3.1 Academic Supervisors

The relevant Faculty Research Committee shall appoint a supervisor or supervisors for every student enrolled in a Master’s by Thesis programme. The supervisor who is also a staff member of the University shall be referred to as the Principal Supervisor.

6.3.2 Responsibilities of Master’s Students

After enrolment every student of Master’s by Thesis shall be required to:

(a) register every semester until the thesis has been submitted for examination;

(b) be enrolled for a period of at least one year full-time study and two years for part-time study; and
(c) submit a thesis embodying the results of the research and satisfying any requirements for oral, written, practical or other work that may be required by Senate or its delegate.

Students enrolled for a thesis shall submit to the relevant Faculty Research Committee at the end of every 6 months reports on their progress during the semester just ended. The report shall include a brief plan agreed to by the supervisor and student for remaining work.

6.3.3 Candidature

(a) Tenure of the degree of Master shall be from the date of registration and shall not include any period during which, with the prior approval of the Senate or the Chair of the Faculty Research Committee, students have been allowed to suspend their studies.

(b) Students may be allowed during their candidature for the degree of Master to suspend their studies for up to six months (being one semester) on application showing sufficient cause to the Chair of the Faculty Research Committee through their supervisor. Any appeal arising should be pursued through the Student Grievance Policy. A student suspending his or her studies without prior approval will be considered to have withdrawn from the programme.

(c) A student who has been granted suspended candidature and does not resume in the following semester will be considered to have withdrawn from the programme.

(d) The normal period of candidature for the degree of Master shall be two years full-time study and shall be four years part-time study

(e) The minimum period of candidature for the degree of Master shall be one year full-time study and shall be two years part-time study.

(f) In exceptional cases, a thesis may be submitted before the normal period so long as the credit points requirements has been met and with the approval of the DVC (RI&I) on the recommendation of the Faculty Research Committee.

7.0 DOCTOR OF PHILOSOPHY

7.1 ADMISSION REQUIREMENTS FOR DOCTOR OF PHILOSOPHY PROGRAMME

(a) Any person who has been awarded a degree of Master’s by Thesis by a Senate-recognised university shall be eligible to apply for registration as a student of the degree of Doctor of Philosophy and, if the application is approved, to be so registered.

(b) An applicant having a Master by coursework shall be required to complete a Directed Research Project as a prerequisite for admission to PhD.

(c) A person can be admitted into a Doctor of Philosophy programme at the start of any semester in the year.

(d) Applications for registration should be made to the relevant Faculty Research Committee and should include details required by the prescribed form including a statement of research intent that has been endorsed by a potential supervisor(s). A recommendation for registration by the relevant Faculty Research Committee shall include the proposed name(s) of one or more supervisors.

(e) Students for the degree of Doctor of Philosophy shall register provisionally for a period of six months. Students shall, during this period, develop a research proposal, in the format prescribed by the Faculty, to include a critical review of the literature, a clear statement of the research questions, the research approaches and general methods to be used. The research proposal will include a fully justified budget and indicate all the resources required including personal development and training requirements.
(f) At the end of the provisional enrolment period, the appropriate Faculty Research Committee shall, on the advice of the supervisory team, decide whether as a result of the review of the student’s work the student’s enrolment for the PhD should be confirmed or definitively cancelled. In the case of an unsatisfactory review, a further period of not more than six months of provisional enrolment may be recommended. If at the second attempt the research proposal is still deemed unsatisfactory, then the student’s candidature shall be automatically terminated.

(g) For final candidature confirmation, the candidate whose research project has been accepted must successfully pass a mid-term review through an oral presentation to the Faculty Research Committee in the first six months of the second-year. The mid-term review should demonstrate among other things:

(i) strong analytical, problem-solving and critical thinking abilities
(ii) required breadth and in-depth knowledge of the discipline
(iii) required academic background for the specific doctoral research to follow
(iv) potential ability to conduct independent and original research
(v) ability to communicate knowledge of the discipline

(h) A candidate who has failed the mid-term review shall be given a second opportunity to defend her/his candidature within the next six months of registration after which the candidate should be definitively confirmed into the PhD candidature or invited to submit a Master thesis within the following semester.

(i) If the student’s enrolment is confirmed, the date of registration of the student for the degree of Doctor of Philosophy shall be the date on which he or she was enrolled provisionally for the degree.

(j) Transfer of Registration from Master’s Degree to PhD Degree:

(i) The DVC (RI&I) may approve a student’s application to transfer their registration from a Master’s degree to a PhD degree after a minimum period of one year’s full-time work on the Master’s thesis provided that the student submits the following documents to the Faculty Research Committee:

(a) a 12 months progress report highlighting the main achievements of the first year of work with a thorough justification of how the original Master’s thesis proposal would be upgraded to PhD level;

(b) a PhD proposal highlighting how the results obtained in the first year of work lead to the conclusion that the project should be upgraded to a PhD; and

(c) an oral presentation to the relevant Faculty Research Committee highlighting the achievements of the first-year of research activities and a thorough justification of the reasons why the project should be upgraded to PhD level. The aim of this exercise would be to demonstrate that the candidate has full command of her/his subject and that the upgrading to a PhD is her/his own initiative and thus, is fully aware of the implication of this decision. This exercise would be equivalent to the Mid-term review.

(ii) The Regulations for PhD students shall apply from the date the transfer was approved.

7.2 DETAILED PROGRAMME REQUIREMENTS

7.2.1 Academic Supervisors

The relevant Faculty Research Committee shall appoint at least two supervisors for every doctoral student, at least one of whom shall be a member of staff of the University and shall be referred to as the Principal Supervisor who would normally have had some supervision experience.
7.2.2 Responsibilities of PhD Students

After enrolment every student of the degree of Doctor of Philosophy shall be required to:

(a) register each semester until the thesis has been submitted for examination;

(b) pursue courses of advanced study or research at the University to the satisfaction of Senate or its delegate and of his or her Principal Supervisor;

(c) be enrolled for the period of candidature;

(d) The DVC (RI&I) may permit a student to pursue his or her studies at another institution for such period as may be determined:
   (i) laboratory work may be carried out in an approved institution outside the University for such period or periods as may be determined by Senate or DVC (RI&I); and/or
   (ii) field work may be carried out at such places and for such periods as may be determined from time to time by Senate or DVC (RI&I); and

(e) have at least one (joint) ranked publication (journal or conference proceeding paper) accepted during his or her candidature

(f) submit a thesis embodying the results of the research and to satisfy any requirement for oral, written, practical or other work that may be required by Senate or the relevant Faculty Research Committee.

Students enrolled for thesis shall submit to the relevant Faculty Research Committee every 6 months reports on their progress during the semester just ended. The report shall include a brief plan agreed to by the supervisor and student for remaining work.

7.3 Candidature

(a) Tenure of candidature for the degree of Doctor of Philosophy shall be from the date of registration and shall not include any period during which, with the prior approval of Senate or its delegate, students have been allowed to suspend their studies.

(b) Students may be allowed during their candidature for the degree of Doctor of Philosophy to suspend their studies for up to 12 months in total (being two semesters, which need not be consecutive) on application showing sufficient cause to the Chair of the Faculty Research Committee through their supervisor. Any appeal arising should pursued through the Student Grievance Policy for resolution. A student suspending his or her studies without prior approval will be considered to have withdrawn from the programme.

(c) A candidate who, having suspended candidature with approval as provided for in 6.2 above, does not resume in the following semester will be considered to have withdrawn from the programme, and candidature will lapse automatically.

(d) The normal period of candidature for the degree of Doctor of Philosophy shall be three years full-time study and be six years for part-time study.

(e) The maximum period of candidature for the degree of Doctor of Philosophy shall be five years of full-time study and seven years of part-time study.

(f) In exceptional cases, a thesis may be submitted before the normal period so long as the credit points requirements has been met and with the approval of the DVC (RI&I) on the recommendation of the relevant Faculty Research Committee.
(g) If a candidate has not submitted the thesis after having been enrolled and paid fees for the equivalent of three years full-time or six years part-time, the candidature may continue for a further period of two years, not incurring additional tuition fees, during which time the thesis must be submitted and the thesis examination fee be paid.

7.4 Submission of Thesis for Examination

(a) A student who has fulfilled the conditions prescribed in these regulations may apply to the Chair of the relevant Faculty Research Committee to have the thesis examined.

(b) Students shall submit two copies of the thesis in the case of Master’s, and three copies in the case of PhD to the Faculty in a format prescribed by Senate.

(c) The thesis may be soft cover or ring-bound for the purpose of the examination but, before the award of the degree, students must deposit with the USP Library for retention by the University two hardbound copies (three in the case of students of Alafua or Emalus) and one soft copy.

(d) Before a student submits a thesis the Principal Supervisor must be satisfied that the student has completed his or her programme of advanced study and that the conditions specified in section 6.3.2 for Master’s and section 7.2.2 for PhD have been fulfilled, and a certificate to this effect from the Principal Supervisor shall accompany the thesis when it is submitted.

(e) Where there is disagreement over this certification between the Principal Supervisor and the student, the relevant Faculty Research Committee shall make an appropriate recommendation to the DVC (R&I).

(f) A PhD thesis shall represent a substantial and original contribution to knowledge and may consist of either published or unpublished material or a combination of both. The thesis should contain evidence of originality, independent critical ability and matter suitable for publication.

(g) The thesis may not contain any material that the student has previously submitted for a higher degree of any university.

(h) A PhD thesis (including notes and bibliography) shall not exceed 100,000 words in length without approval from the Faculty Research Committee.

(g) A Master’s thesis (including notes and bibliography) shall not exceed 50,000 words in length without approval from the Faculty Research Committee.

7.5 PhD Thesis by Publication

The University will accept for examination a thesis which contains previously published material provided that:

(a) the thesis makes an original and substantial contribution to the field of knowledge;

(b) the thesis forms a consistent, coherent and unified whole;

(c) the previously published material relates to research undertaken during the candidature and was published during the candidature;

(d) in the case of joint publication(s) a declaration by the authors must be submitted showing the percentage of contribution by each author, with the student’s contribution being no less than seventy percent; and
(e) in addition to the published material, the student provides, at the minimum:

(i) a general introduction which argues for the aim and objectives of the thesis and contextualises the research problems it purports to address; and

(ii) a general discussion and conclusion which draws together the findings of the studies in the context of the stated aim and objectives of the thesis.

The student shall be allowed to provide other separate chapters or appendices to supplement the published papers such as a broader literature review, background information, and detailed methodology used.

A thesis containing published material must be examined using the same criteria as outlined in sections 7.6 to 7.10.

A thesis containing previously published material should be of comparable substance and significance, and show a level of contribution by the student comparable to that of a thesis not containing previously published material.

### 7.6 Examination of Thesis

For the examination of a PhD thesis the relevant Faculty Research Committee shall appoint three examiners, one of whom shall normally be internal to the University. The other two examiners shall be persons not on the staff of the University.

For the examination of the Master’s thesis the relevant Faculty Research Committee shall appoint two examiners, one of whom shall normally be internal to the University. The other examiner shall be persons not on the staff of the University.

Persons involved in the supervision of the thesis shall not be engaged as examiners.

If the University lacks the required expertise to examine either Master or PhD thesis the relevant Faculty Research Committee shall appoint two and three external examiners respectively.

### 7.7 Reports by Examiners of Thesis

The relevant Faculty Research Committee shall submit a copy of the thesis and a copy of the Report Form to each examiner.

Prior to reporting, the examiners may require the student to undergo such oral, written or practical examinations as they may specify to the relevant Faculty Research Committee.

The examiners shall not consult with each other before presenting their reports.

Each examiner shall submit a full written report to the relevant Faculty Research Committee on the form provided and shall specify whether:

(a) the degree be awarded to the student; or

(b) the degree not be awarded to the student; or

(c) the student undertake minor revisions and corrections to the thesis and these changes be approved by the internal examiner; or

(d) the student undertake substantial revisions and corrections to the thesis and the thesis be re-examined by all examiners.

The recommendations of the relevant Faculty Committee together with the reports of the examiners shall be submitted to the University Research Committee.
7.8 **Decisions on Recommendations of Examiners**

After considering the recommendations of the relevant Faculty Research Committee the University Research Committee shall decide:

(a) to award the degree; or
(b) to not award the degree; or
(c) to permit the student to submit within twelve months of the Senate’s decision, either
   (i) a thesis with minor amendments; or
   (ii) a thesis with major amendments and in each case for those amendments to be specified to the student in detail
(d) to take such other action as it deems appropriate

Where substantial concurrence is not achieved by the examiners, the DVC (RI&I) may appoint an external arbitrator. The report of the external arbitrator shall be forwarded to the DVC (RI&I) for consideration.

A student shall not be permitted to resubmit a thesis on more than one occasion other than in exceptional circumstances, with the express of the DVC (RI&I) who may permit the student to revise the thesis and resubmit it for examination on one further occasion only, and specify the period within which it must be resubmitted.

7.9 **Appeals**

Appeals with regards to decisions under this policy can only be made on procedural grounds and will be considered by the DVC (RI&I).

7.10 **Condition for Award of the Degree**

Students satisfying the requirements for award of the degree as prescribed in this policy will not be awarded the degree until they satisfy the requirement for the deposit with the University Library of copies of the thesis as specified in the Regulation on the Presentation of Thesis. To satisfy this requirement the University Librarian must confirm in writing to the DVC (RI&I) that the required copies of the thesis have been received by the Library. In addition the Students’ Academic Services must confirm in writing to the DVC (RI&I) that all regulations including those covering the payment of fees have been met.

8.0 **HIGHER DEGREE DISSERTATION PRESENTATION DEADLINES**

8.1 Permission to submit dissertations may, in exceptional cases, be granted until up to the following extended deadlines:

(a) **Supervised Research Project**
   by Head of School or Department informally, until the end of the week before the next semester’s Enrolment Week; formally, up to 1 further semester (but the student shall in this case be required to re-register and pay fees for that extended semester before their Project shall be received and assessed).

(b) **A Master’s Thesis**
   by Head of School or Department informally, until the end of the week before the next semester’s Enrolment Week; formally, up to 1 further semester (but the student shall in this case be required to re-register and pay fees for that extended semester before their thesis shall be received and assessed).
(c) A PhD Thesis

by Head of School or Department informally, until the end of the week before the next semester’s Enrolment Week; formally, up to 1 further semester (but the student shall in this case be required to re-register and pay fees for that extended semester before their thesis shall be received and assessed).

(d) Once a Supervised Research Project or thesis has been submitted for examination, and the student has no other coursework or other requirements to complete, the student is not required to register or pay any fees while awaiting the outcome of the examination, or while making any minor corrections to the thesis as required by the examiners before the final copy is submitted. However, if the examiners require that the Supervised Research Project or thesis be resubmitted for re-examination, the student must re-enrol for 1 further semester in order to complete the resubmission of the Supervised Research Project or thesis.

9.0 THESIS PRINTING, BINDING AND LODGEMENT REGULATIONS

9.1 These regulations are complementary to, and shall be read in conjunction with, the programme regulations for individual postgraduate degrees and the Guidelines on the Format and Style for the Presentation of Theses at the University of the South Pacific.

9.2 Every thesis or Supervised Research Project shall be presented in print and electronic form as required by the University, using the referencing style required by their faculty.

9.3 For the purposes of examination the student shall submit 3 copies of their PhD thesis or 2 copies of their Master’s thesis or Supervised Research Project to the Vice-Chancellor or delegate or nominee. The copies may be soft-cover or ring-bound for this purpose.

9.4 For the award of the degree, the student shall provide to the Faculty copies of the thesis or Supervised Research Project, corrected and/or modified according to directions of the University, as follows:

(a) 2 hard-bound copies for those enrolled at Laucala Campus, or 3 hard-bound copies for those enrolled at Alafua or Emalus Campus; and

(b) an electronic copy in CD or DVD format.

The Faculty should distribute the copies as follows:

(a) 1 copy with the University Library on Laucala Campus;

(b) 1 copy with the appropriate Faculty of the University; and

(c) 1 copy for the Library at Alafua or Emalus Campus, for those enrolled at those campuses. (The Laucala Campus Library will accept and forward copies for the Alafua or Emalus Campus Libraries).

9.5 The hard-bound copies of the thesis or Supervised Research Project

(a) be signed on the Declaration of Authenticity page by the student; and

(b) contain a statement of the student’s restrictions regarding accessibility.

9.6 The copyright for the thesis or Supervised Research Project shall remain with the author.
CERTIFICATE PROGRAMMES

VOCATIONAL CERTIFICATE PROGRAMMES

CERTIFICATES IN LAW
Two Certificates in Law are offered as vocational programmes, in the areas of criminal law and civil law, which have a focus on paralegal studies. The programmes are for those students who do not require degree-level knowledge of the law, but who may be working in a legal field and wish to know more about specific areas of the law in which they work, and of the law in general.

This programme will only be offered as special country projects meeting specific national needs with particular cohorts in a country. Countries must secure funding for the certificate or diploma to be offered as a project or have a minimum enrolment of 15 students.

ACADEMIC CERTIFICATE PROGRAMMES

CERTIFICATE IN SOCIAL AND COMMUNITY WORK
Programme Requirements: The Certificate in Social and Community Work consists of 6 courses.

Courses: UU100, UU114, SW100, SW101, SO100; plus 1 x 100-level course.

CERTIFICATE IN NON-FORMAL EDUCATION
The Certificate in Non-Formal Education is designed to develop an ideological base for non-formal education practices and examines the psychology of adult learning, the principles of group dynamics and techniques of teaching adults.

Special Admission Requirements:
To be admitted to the Certificate in Non-Formal Education a person shall have:

a) a pass in a Senate recognised Form 7 or equivalent; or
b) at least two years' teaching or related employment experience; or
c) met the mature entry admission criteria.

Programme Requirements: The Certificate in Non-Formal Education consists of 6 courses.

Courses: ED152, ED153, ED158, ED258, ED358; plus 1 x 200- or 300-level Education course.
CERTIFICATE IN POLICING

Special Admission Requirements
This introductory programme is designed for serving and potential police officers, and for those interested in understanding and contributing to the function of police in a civil society.
To be admitted to the Certificate under the mature age criteria, a person shall be judged on training qualifications including police recruit training, successful completion of other in-service and professional development programmes, years of service, and recommendation/support from the student’s respective Commissioner of Police. In addition, mature age students would normally have at least 10 years’ service in a variety of areas in policing including experience as a police supervisor/manager or equivalent.

Programme Requirements: The Certificate in Policing consists of 6 courses.

Courses: UU100, UU114, PP101, PP201; plus 2 other x 100-level courses.

CERTIFICATE IN TEACHING (PRIMARY)

This programme will only be offered as special In-Country project meeting specific national needs with particular cohorts in a country. Countries must secure funding for the certificate to be offered as a project.

Special Admission Requirements:
To be admitted to a Certificate in Teaching (Primary) a person shall have:

a) at least three years of primary teaching experience as an untrained teacher
b) a letter of recommendation from the respective head teacher
c) special permission, which may be granted by the Head of School.

Programme Requirements: The Certificate in Teaching (Primary) consists of 8 courses, including school practicum experience.

Courses: ED100, ED115, ED116, ED150, ED152, ED153, ED170, ED183 or ED184.

CERTIFICATE IN TEACHING (SECONDARY)

This programme will only be offered as special In-Country project meeting specific national needs with particular cohorts in a country. Countries must secure funding for the certificate to be offered as a project.

Note: The Certificate in Teaching (Secondary) will be a staircase into the Diploma in Teaching (Secondary) and the Bachelor of Education (Secondary) programmes.
Special Admission Requirements:
To be admitted to a Certificate in Teaching (Secondary) a person shall have

a) at least a three years' teaching secondary experience as an untrained teacher
b) a letter of recommendation from the respective head teacher

c) special admission, which may be granted by the Head of School.

Programme Requirements: The Certificate in Teaching (Secondary) consists of 8 courses, including school practicum experience.

Courses: ED150, ED152, ED153, ED154, ED170, ED183 or ED184, plus 2 x 100-level courses for the intended teaching subject major from those listed for the Bachelor of Education in-service (Secondary).
DIPLOMA PROGRAMMES

DIPLOMA IN EARLY CHILDHOOD EDUCATION AND CARE

Special Admission Requirements:
To be admitted to the Diploma in Early Childhood Education a person shall have:

a) gained a pass in a Senate recognised Form 7 or equivalent examination; or
b) obtained at least a B+ grade or better in Certificate in Early Childhood Education (CECE) and a ‘B’ or better in LLF11 or LLF14; or

c) met the mature entry admission criteria.

Programme Requirements: The Diploma in Early Childhood Education consists of 12 courses.

Courses: UU100, UU114, ED152, ED153, ED103, ED204, ED205, ED206, ED250, ED252, ED302; plus a 200- or 300-level Education course recommended by Head of School of Education.

DIPLOMA IN EDUCATIONAL EVALUATION AND ASSESSMENT

Special Admission Requirements:
To be admitted to a Diploma in Educational Evaluation and Assessment a person shall have:

a) at least two years’ teaching experience after obtaining a diploma or degree from a recognised Teachers’ College; or

b) met the mature student admission criteria.

Programme Requirements: The Diploma in Educational Evaluation and Assessment consists of 12 courses.

Courses: UU100, UU114, ED152, ED153, ED154, ED252, ED254, ED255, ED354 and ED359 plus 2 x 200- or 300-level courses.

DIPLOMA IN EDUCATIONAL LEADERSHIP AND CHANGE

Special Admission Requirements:
To be admitted to a Diploma in Educational Leadership and Change, a person shall have at least two years’ teaching experience after obtaining a certificate, diploma or degree from a recognised Teachers’ college.

Programme Requirements: The Diploma in Educational Leadership and Change consists of 12 courses.

Courses: UU100, UU114, ED191, ED192, ED255, ED291, ED292, ED359, ED391 plus 3 x 200- or 300-level courses in consultation with Head of School of Education.
DIPLOMA IN LIBRARY/INFORMATION STUDIES

Special Admission Requirements:
To be admitted to a Diploma in Library/Information Studies a person shall have:

a) passed a Senate-recognised Form 7 or equivalent examination including English; or
b) met the mature student admission criteria, which normally include at least three years’ experience in a library, and a pass in LLF11 or equivalent; or
c) completed an L/IS Certificate in Basic Skills in Library/Information Studies, and a pass in LLF11 or equivalent.
d) Certificate graduates must pass the first Diploma course, LS101 Introduction to Library/Information Studies, before enrolling in other L/IS courses.

Programme Requirements: The Diploma in Library/Information Studies consists of 12 courses.

Courses: UU100, UU114, LS101, LS102, LS203, LS204, LS205, LS310; plus 4 x degree-level courses.

DIPLOMA IN MULTILINGUAL STUDIES

Special Admission Requirements:
The Diploma in Multilingual Studies is a joint programme in Education offered by the School of Education of the University of The South Pacific (USP), the Department of Arts and Humanities of the University of New Caledonia (UNC) and the School of Language and Humanities of the University of Mauritius (UM).

Note:
(i) The students of the programme are in-service teachers who have already attained their teaching qualifications and are mainly from francophone countries.
(ii) The duration of the programme is three to six months.
(iii) As a special country cohort project it is offered to those students who have English or French Language in their pre-service education.
(iv) The programme takes a blended mode of delivery including face-to-face, print, online with Moodle platform and satellite.

Programme Requirements: The Diploma in Multilingual Studies consists of 8 courses/modules of which three are from USP, three from UNC and two from UM.

Courses: USP courses are ED153, ED255 and ED215

No new enrolment from 2016
DIPLOMA IN PACIFIC JOURNALISM

Special Admission Requirements:
This programme is designed for working journalists, media personnel and people in related professions such as press relations or press attachés. Selection for admission to the programme is on the basis of a portfolio and an interview, and credits or exemptions may be granted on the basis of at least one year’s relevant work experience.

Programme Requirements: The Diploma in Pacific Journalism consists of 12 courses. Students specialise in print, radio or television at 200-level. Students must pass the first year’s core journalism courses or demonstrate sufficient industry experience before undertaking second year intensive practical courses.

Courses: UU100, UU114, JN101, JN103; plus one of JN201 or JN202 or JN203; plus UU200, UU204, JN301, JN302, JN303; plus 2 x 200- or 300-level courses

DIPLOMA IN POLICE MANAGEMENT

This programme is an intermediate level programme in policing and police management developed for serving and potential police officers, and for others interested in understanding and making a contribution to policing in a civil society.

To be admitted to the diploma under the mature age criteria, a person shall be judged on training qualifications including police recruit training, successful completion of other in-service and professional development programmes, years of service, and recommendation/support from the student’s respective Commissioner of Police. In addition, mature age students would normally have at least 10 years’ service in a variety of areas in policing including experience as a police supervisor/manager or equivalent.

Programme Requirements: The Diploma in Police Management consists of 12 courses.

Courses: UU100, UU114, PP101, SO100, MG101, PP201, PP202, plus 5 x degree-level courses.

DIPLOMA IN PROSECUTIONS

Special Admission Requirements
Candidates who have completed a USP Certificate in Law or equivalent shall also be eligible for entry to the Diploma in Prosecutions programme.

Programme Requirements: The Diploma in Prosecutions consists of 12 courses.

Courses: UU100, UU114, LW110, LW111, LW112, LW113, LW205, LW206, LW207, LW307, LW393, LW334 or other courses with the approval of the Head of School or nominee.
**DIPLOMA IN SOCIAL AND COMMUNITY WORK**

*Programme Requirements:* The Diploma in Social and Community Work consists of 12 courses.

*Courses:* UU100, UU114, SW100, SW101, PS103, UU204, UU200, SW200, SW201; plus 3 x 100-level or 200-level courses.

**DIPLOMA IN SPECIAL AND INCLUSIVE EDUCATION**

*Special Admission Requirements:* To be admitted to the Diploma in Special and Inclusive Education a person shall have:

- a) gained a pass in a Senate-recognised Form 7 or equivalent examination; or
- b) obtained at least a B grade in a relevant Special Education Certificate or equivalent; or
- c) met the mature entry admission criteria.

*Programme Requirements:* The Diploma in Special and Inclusive Education consists of 12 courses.

*Courses:* UU100, UU114, ED152, ED153, PS101, ED170, ED208, ED209, ED210, ED250 plus 2 x 200- or 300-level Education courses.

**DIPLOMA IN TEACHING (SECONDARY)**

*This programme will be offered only as a special In-Country project* meeting specific national needs with particular cohorts in a country. Countries must secure funding for the diploma to be offered as a project.

*Special Admission Requirements:* To be admitted to the Diploma in Teaching (Secondary) a person shall have:

- a) completed the requirements for a USP Certificate in Teaching (Secondary); or
- b) at least three years’ secondary teaching experience as an untrained teacher
- c) a letter of recommendation from the respective principal
- d) special admission, which may be made by the Head of School.

Note: The Diploma in Teaching (Secondary) will be a staircase into the Bachelor of Education (Secondary – In-Service) Programme. The programme consists of 12 courses including the 8 courses for the Certificate in Teaching (Secondary).

*Programme Requirements:* The Diploma in Teaching (Secondary) consists of 12 courses.

*Courses:* UU100, UU114, ED152, ED153, ED154, ED183 or ED184, plus 2 x 100-level courses in the subject major, ED250, ED252, plus 2 x 200-level courses in the subject major
**DIPLOMA IN VERNACULAR LANGUAGE (FIJIAN)**

*Special Admission Requirements:* A working knowledge of Fijian.

*Programme Requirements:* The Diploma in Vernacular Language (Fijian) consists of 12 courses.

*Courses:* UU100, UU114, LL161, LL162, LL261, LL262, LL362; plus one 100-level course from LL102, LL104, LL122 or another 100-level course approved by the Head of School or nominee; plus LL215, LL331 and 2 x 200- or 300-level courses.

**DIPLOMA IN VERNACULAR LANGUAGE (HINDI)**

*Special Admission Requirements:* A working knowledge of Hindi and Devanagari script.

*Programme Requirements:* The Diploma in Vernacular Language (Hindi) consists of 12 courses.

*Courses:* UU100, UU114, LL171, LL172, LL215, LL271, LL272, LL371, LL372; plus one 100-level course and 2 x 200- or 300-level courses.
GRADUATE CERTIFICATE IN EDUCATION

The Graduate Certificate in Education (GCEd) programme provides a professional secondary teaching qualification for graduates in a discipline that is a secondary teaching subject, who aspire to become teachers or who are currently teaching. Most of the courses for the GCEd are offered by distance and flexible learning and the programme can be completed in one year provided students have already passed ED152 and ED153 before commencing full-time study.

Students doing the BA or BCom or BSc at USP who wish to take up the GCEd later are advised to include ED152 and ED153 as electives in their degree programmes.

Special Admission Requirements:

To be admitted to the Graduate Certificate in Education a person shall:

a) hold a University of the South Pacific degree or its equivalent (other than a BEd or BA/GCEd or BCom/GCEd or BSc/GCEd or their equivalents) with specialisation in two of the following teaching subjects: Accounting, Agriculture, Biology, Chemistry, Computing Science, Economics, Home Economics, Geography, History, Literature and Language, Mathematics, Pacific Vernacular Languages, Physics and Technology;

b) normally have a grade point average (GPA) of at least 2.5 in the 200- and 300-level courses in each of their teaching subjects;

c) pass a student-teacher interview; and

d) provide a character reference from a USP lecturer or the head or a senior teacher of their last school.

Note: The Dean of the Faculty of Arts, Law and Education may admit to the programme a student with a GPA marginally below 2.5 who has a strong character reference and who has performed well at the interview.

Programme Requirements:

1. The Graduate Certificate in Education consists of 8 courses including a practicum (ED300) of 17 weeks.

2. Students must pass ED300 in order to be eligible for the award of the GCEd.

Courses: ED152, ED153, ED250 (or, for an Agriculture graduate, AG250), ED252; plus ED300, ED350 (or, for an Agriculture graduate, AG350), ED354; plus ED359.

This programme will be offered also in French from 2016. The French descriptor is on the next page.
CERTIFICAT POST-LICENCE EN SCIENCES DE L’ÉDUCATION

Le Certificat post-licence en Sciences de l’éducation (CpISE) offre une qualification professionnelle à l’enseignement secondaire aux personnes titulaires d’une licence dans une des disciplines enseignées dans les écoles secondaires. La plupart des cours sont proposés en formation ouverte à distance (FOAD). Ce certificat peut être obtenu en un an si les étudiants ont déjà validé les cours ED152 et ED153.

Pour les étudiants inscrits en licence à l’USP qui auraient l’intention de suivre le CpISE par la suite, il est donc vivement conseillé de choisir les cours optionnels ED152 et ED153 durant leur licence.

Critères d’admission:
Pour être admis au Certificat post-licence en Sciences de l’éducation, les candidats doivent :

a) avoir obtenu une licence de l’Université du Pacifique Sud ou équivalente (autre que la licence en sciences de l’éducation BEd ou les licences à double spécialisation BA/GCEd, BCom/GCEd, BSc/GCEd) se spécialisant dans deux des disciplines suivantes : Agriculture, Biologie, Chimie, Comptabilité, Economie, Economie domestique, Géographie, Histoire, Informatique, Littérature et langues, Langues vernaculaires du Pacifique, Mathématiques, Physique et Technologie ;

b) avoir une moyenne générale (GPA) d’au moins 2,5 dans les cours de niveau 200- et 300-de leurs disciplines d’enseignement ;

c) réussir un entretien étudiant – professeur ;

d) fournir une recommandation de la part d’un professeur de l’USP ou du directeur ou d’un enseignant expérimenté du dernier établissement où il/elle a enseigné.

Remarque : la Doyenne de la Faculté d’Art, de Droit et d’Education peut décider d’accepter un candidat dont la moyenne est légèrement en dessous de 2,5 si le candidat a de très bonnes références et a bien réussi son entretien.

Exigences du programme:
1. Le Certificat post-licence en Sciences de l’éducation est composé de 8 cours, dont un stage de pratique accompagnée (ED300) de 17 semaines.

2. Les étudiants doivent impérativement réussir le cours pratique ED300 pour recevoir le certificat.

Cours: ED152FR, ED153FR, ED250FR, ED252FR, ED300FR, ED350FR, ED354FR, ED359FR.

GRADUATE CERTIFICATE IN SCHOOL LEADERSHIP

This programme is offered as special In-country project in Solomon Islands over the next three years. It is specifically targeted to meet the needs of school leaders (Principals of secondary schools, Head Teachers of primary schools and Heads of ECE centres) in Solomon Islands. The possible offer of the programme in other countries will be given due consideration.

The programme is meant as a qualifier for school leadership and provides opportunities for participants to explore and apply the principles of school leadership, school management, management of professional development, teaching and learning, and community connectedness. It will use the Principal’s standards as well as the policies and plans of the
national Ministry of Education. The programme has an intensive face-to-face component followed by a practicum component where participants have the opportunity to reflect on practice and also design relevant administrative and management tools to use in their particular context.

Special Admission Requirements:

To be admitted to the Graduate Certificate in School Leadership a person shall have:

a) a recognised teacher training qualification, and

b) had a minimum of 10 years relevant work experience in Early Childhood Education & Care or Primary or Secondary school environment, and

c) experience in school leadership roles.

Programme Requirements:

The Graduate Certificate in School Leadership programme consists of five courses which are seen to be independent focusing on specific elements of school leadership: Planning Professional Development; School Leadership; School Management; Enhancing learning and learning environments; Community Partnership. Each course includes an intensive face-to-face lecture and workshop component as well as a Practicum in school.

Courses: EDP05, EDP06, EDP07, EDP08, EDP09
BACHELOR’S DEGREE PROGRAMMES

BACHELOR OF ARTS

The Bachelor of Arts (BA) programme consists of 24 courses of which 8 courses are at 100-level, 8 course are at 200-level and 8 courses are at 300-level including 2 x 100-level university courses and 2 x 200-level university courses.

The disciplines permitted as a major for the Bachelor of Arts degree in 2017 are:

Education

Students who enrol in the three-year BA degree programme may take Education as one of their two majors; this, however, does not lead to qualified teacher status.

Courses for a Single Major: Not offered as a single major.

Courses for one major in a Double Major:

UU100, UU114, ED152, ED153, UU200, UU204, ED255, ED252; ED354, ED359; plus a 300-level Education course recommended by Head of School of Education.

Courses for a Minor: At least two 100-level and two 200-level Education courses.

History

Courses for a Single Major:

UU100, UU114, HY101, HY102; UU200, UU204; plus three of: HY201, HY202, HY205, HY206; plus three of HY302, HY303, HY304, HY305.

Courses for one major in a Double Major:

UU100, UU114, HY101, HY102; UU200, UU204; plus two or three of: HY201, HY202, HY205, HY206; plus two or three of HY302, HY303, HY304, HY305.

Courses for a Minor: HY101, HY102; plus three from HY201, HY202, HY205, HY206, HY302, HY303, HY304, HY305.

Journalism

Courses for a Single Major: Not offered as a Single Major.

Courses for one major in a Double Major:

UU100, UU114, JN101, JN103; plus JN201, JN202, JN203; plus UU200, UU204, JN301, JN302, JN303.

Courses for a Minor: Not offered as a minor.
Law

Courses for a Single Major:
UU100, UU114; plus three of: LW110, LW111, LW112, LW113; plus UU200, UU204; plus three of: LW201, LW202, LW203, LW204, LW205, LW206; plus three 300-level LW courses.

Courses for one major in a Double Major:
UU100, UU114; plus three of: LW110, LW111, LW112, LW113; plus UU200, UU204; plus three of: LW201, LW202, LW203, LW204, LW205, LW206; plus two 300-level LW courses.

Courses for a Minor:
Two of: LW110, LW111, LW112, LW113; plus three 200- or 300-level LW courses.

Linguistics

Courses for a Single Major:
Not offered as a single major.

Courses for one major in a Double Major:
UU100, UU114, LL122, LL118, UU200, UU204, LL211, LL216, LL311, LL317.

Note that neither a double major in Linguistics and Literature/Language nor a double major in Linguistics and Pacific Language Studies is permitted.

Courses for a Minor:
LL122, LL118 Plus 3 from: LL211, LL216, LL311, LL317

Literature

Courses for a Single Major:
UU100, UU114, LL102, LL104; plus UU200, UU204, LL202, LL204, LL231, LL305, LL306, LL307; plus LL108 or LL331.

Courses for one major in a Double Major:
UU100, UU114, LL102, LL104, UU200, UU204, LL202, LL204, LL231, LL305, LL306, LL307.

Courses for a Minor in Literature:
LL102, LL202, LL305; plus LL307 or LL331.

Literature and Language

Courses for a Single Major:
UU100, UU114, LL102, LL104, LL118, LL122, UU200, UU204, LL202, LL204, LL211, LL216, plus one of LL305, LL306 or LL307, plus LL311 or LL317.
Courses for one major in a Double Major: UU100, UU114, LL102, LL104, LL118, UU200, UU204, LL202 or LL204, LL211, LL216, plus one of LL305, LL306 or LL307, plus LL317.

Courses for a Minor in Literature and Language: LL102, LL118, LL202, LL216, LL305 or LL317.

Pacific Language Studies

Courses for a Single Major: UU100, UU114, LL118, UU200, UU204, LL216, LL317 plus 6 to 9 courses from two of the language tracks.

Courses for one major in a Double Major: UU100, UU114, LL118, UU200, UU204, LL216, LL317, plus 5 courses from one of the language tracks

Courses for a Minor: LL118, plus 3 or 4 courses from one of the language tracks

Language Tracks

French: LL122, LL141, LL241, LL341, LL342

Chinese: LL122, LL181, LL281, LL381, LL382

Fijian (for fluent speakers): LL161, LL162, LL261, LL262, LL362

Hindi (for fluent speakers): LL171, LL172, LL271, LL272, LL372

Languages of the region: 2 courses from LL166, LL176, LL141, LL181, plus 1 or 2 courses from LL211, LL215, LL241, LL281, plus 1 or 2 courses from LL311, LL319, LL331, LL371

Courses for a Minor in Chinese: LL181, LL281, LL381, LL382

Courses for a Minor in French: LL141, LL241, LL341, LL342

Pacific Literature

Courses for a Single Major: UU100, UU114, LL102, LL104; plus one of: LL108, LL162; plus UU200, UU204, LL204; plus two of LL202, LL231, LL262, LL272; plus three of LL305, LL306, LL307, LL331, LL362.
Courses for one major in a Double Major:
UU100, UU114, LL104; plus one of: LL102, LL162; plus
UU200, UU204, LL204; plus two of LL202, LL231, LL262,
LL272; plus two of LL305, LL306, LL307, LL331, LL362.

Courses for a Minor:
Not offered as a minor.

Pacific Policing

Courses for a Single Major:
UU100, UU114, PP101, SO100, MG101, UU200, UU204,
PP201, PP202, PP300, PP301, PP302.

Courses for one major in a Double Major:
UU100, UU114, PP101, SO100, UU200, UU204, PP201,
PP202, PP300, PP301, PP302.

Courses for a Minor:
PP101, SO100; plus any other two PP courses at 200- or
300-level.

Pacific Vernacular Language

The Pacific Vernacular Language major is currently offered in both Fijian and Hindi.

Courses for a Single Major: Students taking a single major in Pacific Vernacular Language must pass the courses listed below for the double major plus one 300-level course in the same discipline. Students should consult the School’s academic advisor for further information.

Courses for one major in a Double Major:

Fijian Studies: UU100, UU114, LL161, LL162; plus one 100-level course from: LL102, LL104, LL122 or another 100-level course approved by the Head of School or nominee; plus UU200, UU204, LL215, LL261, LL262, LL331 and LL362.

Hindi Studies: UU100, UU114, LL171, LL172; plus another 100-level course approved by the Head of School or nominee; plus UU200, UU204, LL215, LL271, LL272, LL371, LL372.

Courses for a Minor:
Fijian Studies: Four of: LL161, LL162, LL215, LL261,
LL262.
Hindi Studies: Four of: LL171, LL172, LL215, LL271,
LL272.
Psychology

Courses for a Single Major: UU100, UU114, PS101, PS102, PS103, UU200, UU204, PS203, PS205, PS206, PS304, PS305, PS307, PS312.

Courses for one major in a Double Major:
UU100, UU114, PS101, PS102, PS103, UU200, UU204, PS203, PS205, PS206; plus two from PS304, PS305, PS307, PS312.

Courses for a Minor: Any two of PS101, PS102, PS103, plus any two courses at 200- or 300-levels provided prerequisites have been met.

Social Work

Special Admission Requirements:
To be admitted to a major in Social Work under the mature student admission criteria a person shall be judged on training qualifications in social work or community development, successful completion of other in-service programmes, years of service in governmental, non-governmental, voluntary and faith-based organisations, and recommendations where possible of past supervisors. In addition, mature student admission applicants shall normally have at least 5 years’ experience in social and community work including experience as a manager or supervisor or educator in a social or community work setting.

Courses for a Single Major: SW100, SW101, UU100, UU114, SO100, PS103, PS102, SW200, SW201, UU200, UU204, SO200, SW300, SW301, SO301, PS312.

Courses for one major in a Double Major: SW100, SW101, UU100, UU114, PS102, SW200, SW201, UU200, UU204, SW300, SW301, PS312.

Courses for a Minor: SW100, SW101, SW201, plus SW200 or SW301.

Sociology

Courses for a Single Major: UU100, UU114, SO100, SO110, PS103 (or equivalent), UU200, UU204, SO200, SO201; plus at least one 200-level Sociology course; plus SO303; plus at least two 300-level Sociology courses.

Courses for one major in a Double Major: UU100, UU114, SO100, SO110, UU200, UU204, SO200, SO201; plus one other 200-level Sociology course; plus SO303; plus at least two 300-level Sociology courses.

Courses for a Minor: SO100, SO110, SO200, SO201, SO303.
Technical and Vocational Education and Training
The TVET major has two strands: Technology, and Food and Nutrition Studies.

Technology Strand
Courses for a Single Major: Not offered as a single major.

Courses for one major in a Double Major:
UU100, UU114, TE151, TE156, TE155, UU200, UU204, TE251, TE256, TE351 and TE356.

Courses for a Minor: At least two 100-level and two 200-level Technology courses.

Food and Nutrition Studies Strand
Courses for a Single Major: Not offered as a single major.

Courses for one major in a Double Major: UU100, UU114, TE113 and TS109; plus UU200, UU204, TE213, TS209 and GE202; plus TE313 and TS311.


BACHELOR OF EDUCATION

BACHELOR OF EDUCATION IN-SERVICE

The Bachelor of Education In-Service programme is provided in four specialist areas of study: Early Childhood Education, Special Education, Secondary Education and Primary Education. Students wishing to do one of the specialist areas must meet the special entry requirements for the programme and then register in the courses for their specialist area.

Special Entry Requirements:
To be admitted to a Bachelor of Education In-Service programme, a person shall have:

a) completed the requirements for a USP Diploma in Early Childhood Education, or a USP Diploma in Teaching (Secondary), or a USP Diploma in Special Education, or a USP Certificate in Teaching (Primary); or

b) an equivalent qualification from a recognised Teacher Training Institution; and

c) taught for a minimum of two years.

Programme Requirements:
The Bachelor of Education In-Service degree consists of 24 courses, of which 8 courses are at 100-level, 8 courses are at 200-level and 8 courses are at 300-level.

Credit Transfer:
(i) All students admitted with a relevant USP diploma or certificate as specified above will, on application, be given the relevant credit transfer.

(ii) Those admitted on the basis of other qualifications may also be eligible for some credit transfer. Students must do the university-wide courses.
Specialist Area 1: EARLY CHILDHOOD EDUCATION AND CARE

Courses:
UU100, UU114, ED152, ED153, ED103, ED170, ED183 or ED184, LL108, UU200, UU204, ED250, ED252, ED204, ED205, ED206, ED208, ED300, ED302, ED304, ED321, ED354, ED359, TE313.

Specialist Area 2: PRIMARY EDUCATION

Courses:
UU100, UU114, ED152, ED153, ED100, ED170, ED115, ED116, UU200, UU204, ED215, ED216, ED217, ED250, ED252, ED284, ED300, ED325, ED327, ED328, ED336, ED354, ED359, ED321.

Specialist Area 3: SPECIAL AND INCLUSIVE EDUCATION

Courses:
UU100, UU114, ED152, ED153, PS101, ED170, ED158, ED183, UU200, UU204, ED208, ED209, ED210, ED250, ED252, ED258, ED300, ED354, ED359, ED309, ED321, ED323; plus 2 x 300-level Education courses recommended by HOS Education.

Specialist Area 4: SECONDARY EDUCATION

The programme should not be taken by those seeking employment in Fiji except those with Technology and Home Economics teaching majors.

The BEd In-Service (Secondary) specialism consists of 24 courses including:

a) the four compulsory university courses

b) 11 Education courses, of which 3 courses are at 100-level, 3 courses at 200-level, and 5 courses are at 300-level

c) a teaching subject major of between 6 courses and 8 courses

d) sufficient electives from a second teaching subject to make up 24 courses.

Note: Students are strongly advised to seek academic counselling with the Head of School or Nominee.

Courses:
UU100, UU114, ED152, ED153 plus ED158 or ED191, plus the required 100-level courses of the teaching subject;

UU200, UU204, ED250, ED252 plus ED255 or ED258 or ED291; plus the required 200-level courses of the teaching subject;

ED300, ED350, ED354, ED359 plus ED358 or ED391, plus the required 300-level courses of the teaching subject.
### Teaching Subject Major:

<table>
<thead>
<tr>
<th>Subject</th>
<th>No. of Courses</th>
<th>Courses</th>
</tr>
</thead>
<tbody>
<tr>
<td>Accounting</td>
<td>6</td>
<td>AF101, AF102, AF201, AF210, AF301, AF304</td>
</tr>
<tr>
<td>Agriculture</td>
<td>8</td>
<td>AG111 or EC102; plus AG124, AG164, AG165, AG273, AG212, AG364, AG373</td>
</tr>
<tr>
<td>Biology</td>
<td>8</td>
<td>CH105; plus BI102, BI108; plus two 200-level BI courses; Plus three 300-level BI courses.</td>
</tr>
<tr>
<td>Chemistry</td>
<td>8</td>
<td>MA102, CH101, CH102; plus CH201, CH203, CH204; Plus two 300-level CH courses.</td>
</tr>
<tr>
<td>Computing Science</td>
<td>8</td>
<td>CS111, IS121, MA161, IS122, CS211, IS222, IS323, IS333</td>
</tr>
<tr>
<td>Economics</td>
<td>6</td>
<td>EC101, EC102; plus EC201 or EC202; plus EC203; plus two 300-level EC courses.</td>
</tr>
<tr>
<td>Fijian Studies</td>
<td>6</td>
<td>LL161, LL162, LL261, LL262, LL362, LL331</td>
</tr>
<tr>
<td>Geography</td>
<td>7</td>
<td>GE101, GE102, GS100; plus GE201 or GE205; plus one of GE202, GE203 or GE207; plus GE304; plus one of GE301, GE302, GE303.</td>
</tr>
<tr>
<td>Hindi Studies</td>
<td>6</td>
<td>LL171, LL172, LL271, LL272, LL372, LL331</td>
</tr>
<tr>
<td>History</td>
<td>7</td>
<td>HY101, HY102; plus three 200-level HY courses; plus two 300-level HY courses.</td>
</tr>
<tr>
<td>Literature and Language</td>
<td>8</td>
<td>LL102, LL122, LL118, LL202, LL204, LL211, LL311, plus LL305 or LL307.</td>
</tr>
<tr>
<td>Mathematics</td>
<td>8</td>
<td>CS111; plus MA111, MA112, MA211, MA221, MA313, MA321; plus any one 300-level MA course.</td>
</tr>
<tr>
<td>Physics</td>
<td>8</td>
<td>CH105, MA111, PH101, PH102; plus two 200-level PH courses; plus two 300-level PH courses.</td>
</tr>
<tr>
<td>Technology</td>
<td>7</td>
<td>TE151, TE155, TE156, TE251, TE256, TE351, TE356.</td>
</tr>
<tr>
<td>Home Economics</td>
<td>7</td>
<td>TE113, TE151, TE156, TE213, TE256, TE313, TE356.</td>
</tr>
</tbody>
</table>

### BACHELOR OF LAWS

The Bachelor of Laws (LLB) degree is offered as a face-to-face four-year programme at Emalus Campus, but is also offered online in distance and flexible learning mode.

**Special Admission Requirements:**

To be admitted to a Bachelor of Laws a person shall have:

a) passed a Senate-recognised Form 7 or equivalent examination with 60% (or equivalent) in English; or
b) met the mature student admission criteria; or

c) a bachelor’s degree from USP, or a bachelor’s degree or equivalent qualification involving at least three years’ full-time study from another recognised tertiary institution. (Students admitted under this clause are known as Graduate Entrants.)

Programme Requirements:

1. The Bachelor of Laws consists of 32 courses, of which 8 are at 100-level, 8 are at 200-level and 16 are at 300-level, as listed below.

2. Graduate entrants to the Bachelor of Laws are required to complete successfully 16 compulsory LW courses listed below, plus UU204 and eight elective LW courses.

3. Students must successfully complete and attain a GPA of at least 2.0 in all 100-level LW courses plus UU100 and UU114 before being able to progress to any 200-level LW courses.

Courses:

Year I: UU100, UU114, LW110, LW111, LW112, LW113; plus two 100-level non-Law courses

Year II: UU200, UU204, LW201, LW202, LW203, LW204, LW205, LW206

Years III and IV: LW300, LW301, LW304, LW306, LW308, LW309; plus ten other 300-level LW courses

Students admitted to the Bachelor of Laws programme have three options available to them for completing Year I of the LLB on a full-time basis:

- students located in Port Vila can enrol at the Emalus Campus and complete the four 100-level Law courses on-campus and the four other 100-level courses by Print (P), Online (O) or Blended (B);

- students located in Suva can enrol at the Laucala Campus and complete the four 100-level Law courses on-campus and the four other 100-level courses on-campus or by Print (P), Online (O) or Blended (B);

- students located elsewhere can enrol at their local USP campus and complete all 100-level courses by Print (P), Online (O) or Blended (B).
COMBINED PROGRAMMES

The University offers five specific combined programmes where students can concurrently enrol for two programmes. In each combined programme, the two qualifications are awarded only when all the requirements below have been fulfilled. The programmes are:

a) Bachelor of Arts and Bachelor of Laws (BA/LLB)
b) Bachelor of Commerce and Bachelor of Laws (BCom/LLB)
c) Bachelor of Arts and Graduate Certificate in Education (BA/GCEd)
d) Bachelor of Commerce and Graduate Certificate in Education (BCom/GCEd)
e) Bachelor of Science and Graduate Certificate in Education (BSc/GCEd)

BACHELOR OF ARTS AND BACHELOR OF LAWS OR BACHELOR OF COMMERCE AND BACHELOR OF LAWS

Students who have already completed the requirements for either a BA or an LLB degree are not eligible to be admitted to the combined BA/LLB programme. Instead, BA graduates can seek admission to the LLB under the graduate admission clause, and LLB graduates can seek admission to a BA degree and apply for up to 10 credit transfers.

Similarly, students who have already completed the requirements for either a BCom or an LLB degree are not eligible to be admitted to the combined BCom/LLB programme. Instead, BCom graduates can seek admission to the LLB under the graduate admission clause, and LLB graduates can seek admission to a BCom degree and apply for up to 10 credit transfers.

In summary, the requirements for BA/LLB and BCom/LLB are:

Special Admission Requirements:
To be admitted to a Bachelor of Arts and Bachelor of Laws combined degree, or the Bachelor of Commerce and Bachelor of Laws combined degree a person shall have:

a) passed a Senate-recognised Form 7 or equivalent examination with 60% (or equivalent) in English; or
b) met the mature student admission criteria.

Programme Requirements:
1. Each of the Bachelor of Arts/Bachelor of Laws and Bachelor Commerce/Bachelor of Laws programmes consists of 40 courses, of which 16 courses are towards the BA or BCom component, and 24 courses are towards the LLB component.

2. The BA or BCom component either:
   a) a single major structure:
      i) has to the BA or BCom requirements for a single major in one of the allowed disciplines; and
      ii) includes elective courses from those allowed for the Bachelor of Arts or Bachelor of Commerce degree to make up the total of 16 courses for the BA or BCom component; or
b) a double major structure
   i) has conforming to the BA or BCom double major requirements for majors in each
      of two of the allowed disciplines; and
   ii) includes elective courses from those allowed for a Bachelor of Arts or Bachelor
       of Commerce degree to make up the total of 16 courses for the BA or BCom
       component.

3. The LLB component consists of:
   a) 16 compulsory LW courses of the LLB; and
   b) 8 elective LW courses.

4. Students must successfully complete and attain a GPA of at least 2.0 in all 100-level LW
   courses plus UU100 and UU114 before being able to progress to any 200-level LW
   courses.

Courses for the Bachelor of Arts or Bachelor of Commerce:
   Students must select courses from the disciplines in the above degrees fulfilling the
   requirements for either a single major or a double major plus sufficient elective courses to
   make up a total of 16.

Courses for the Bachelor of Laws:


Elective: Eight other 300-level LW courses.

BACHELOR OF ARTS AND GRADUATE CERTIFICATE IN EDUCATION OR BACHELOR OF COMMERCE AND GRADUATE CERTIFICATE IN EDUCATION OR BACHELOR OF SCIENCE AND GRADUATE CERTIFICATE IN EDUCATION

This four-year combined pre-service programme is designed to prepare specialist graduate
teachers for teaching in secondary schools throughout the South Pacific region. After completion
of a Form 7 qualification or a USP Foundation Programme, students will enrol in a four-year
combined programme. Depending on their selected majors, on completion of all the requirements
graduates will be awarded a Graduate Certificate in Education and either a Bachelor of Arts or
Bachelor of Commerce or Bachelor of Science degree. They will be equipped not only to teach
two subjects at secondary level; they will also have the academic experience to contribute to other
areas of study within regional secondary schools.

Special Admission Requirements:
To be admitted to a Bachelor of Arts and Graduate Certificate in Education combined programme
a person shall have:

a) provided a character reference from the head or a senior teacher of their last high school;
   and

b) met the mature student admission criteria; or
c) passed a Senate-recognised Form 7 or equivalent examination.

To be admitted to a Bachelor of Commerce and Graduate Certificate in Education combined programme a person shall have:

a) provided a character reference from the head or a senior teacher of their last high school; and

b) met the mature student admission criteria; or

c) passed a Senate-recognised Form 7 or equivalent examination.

To be admitted to a Bachelor of Science and Graduate Certificate in Education combined programme a person shall have:

a) provided a character reference from the head or a senior teacher of their last high school; and

b) met the mature student admission criteria; or

c) passed a Senate-recognised Form 7 or equivalent examination and in that examination have passed English and Mathematics, plus two of Biology, Chemistry, Physics and Technology.

Programme Requirements:

1. The combined BA/GCEd, BCom/GCEd and BSc/GCEd programmes normally comprises 31 courses, including:
   a) 4 University courses
   b) 11 Education courses including ED300 Practicum
   c) 7-8 courses in the first discipline major
   d) 7-8 courses in the second discipline major
   e) sufficient electives from the relevant discipline major to make up 31 courses.

2. To enter the second year of the programme, a student must:
   a) normally have a GPA of 2.5 or better in Year I; and
   b) pass the end-of-year student-teacher interview.

3. A student with a GPA marginally below 2.5 but who has a strong character reference and has performed well at the interview may be permitted by the Dean of the Faculty of Arts, Law and Education to enter the second year of the programme.

4. A student who has not been allowed to continue in the combined programme may seek admission to a BA or BCom or BSc degree programme.

5. Students must achieve a satisfactory performance in all the components of ED300 in order to be eligible for the award of the GCEd.

Note: Students are strongly advised to seek academic counselling with the Head of School or Nominee.
Courses:

Students are encouraged to follow the guidelines below for their programme:

<table>
<thead>
<tr>
<th>Year</th>
<th>Practicum</th>
<th>Semester I and II</th>
</tr>
</thead>
<tbody>
<tr>
<td>Year I</td>
<td>No practicum in Year I</td>
<td>UU100 and UU114; plus the 100-level compulsory and service courses from the two selected subject majors.</td>
</tr>
<tr>
<td>Year II</td>
<td>No practicum in Year II</td>
<td>ED153 and ED152; plus UU200 and UU204; plus four 200-level courses from two selected subject majors.</td>
</tr>
<tr>
<td>Year III</td>
<td>Three-week home-based</td>
<td>ED208, ED250, ED252, ED350; plus 1 or 2 x 200-level courses; plus 2 or 3 x 300-level courses required for the two selected subject majors.</td>
</tr>
<tr>
<td>Year IV</td>
<td>ED300 (a 17-week practicum)</td>
<td>ED354, ED359; plus 3 or 4 x 300 level courses from the two selected subjects majors.</td>
</tr>
</tbody>
</table>

The two discipline majors must be selected from those listed below:

<table>
<thead>
<tr>
<th>Discipline Major</th>
<th>No. of Courses</th>
<th>Courses</th>
</tr>
</thead>
<tbody>
<tr>
<td>Accounting</td>
<td>7</td>
<td>FM101, AF101, AF102, AF201, AF210, AF301, AF304.</td>
</tr>
<tr>
<td>Biology</td>
<td>8</td>
<td>BI102, BI108; plus CH105 (except with a double major in Chemistry); plus two 200-level BI courses; plus three 300-level BI courses.</td>
</tr>
<tr>
<td>Chemistry</td>
<td>8</td>
<td>CH101, CH102; plus PH106 (except with a double major in Physics); plus MA102; plus two of: CH201, CH203, CH204; plus two 300-level CH courses.</td>
</tr>
<tr>
<td>Computing Science</td>
<td>8</td>
<td>CS111, CS112, MA161, CS211, CS240/215, CS/IS222, CS311; plus one of: CS310, CS317, CS324, IS333.</td>
</tr>
<tr>
<td>Economics</td>
<td>7</td>
<td>EC101, EC102, EC201, EC202, EC203; plus two 300-level EC courses.</td>
</tr>
<tr>
<td>Course</td>
<td>Requirement</td>
<td></td>
</tr>
<tr>
<td>------------------------</td>
<td>------------------------------------------------------------------------------</td>
<td></td>
</tr>
<tr>
<td>Geography</td>
<td>GE101, GE102, GS100; plus GE201 or GE205; plus GE202; plus GE203 or GE207; plus GE304; plus one of: GE301, GE302 GE303 and GE306 courses.</td>
<td></td>
</tr>
<tr>
<td>History</td>
<td>HY101, HY102; plus two or three 200-level HY courses; plus two or three 300-level HY courses.</td>
<td></td>
</tr>
<tr>
<td>Literature and Language</td>
<td>LL102, LL122, LL118, LL202, LL204, LL211, LL311, plus LL305 or LL307.</td>
<td></td>
</tr>
<tr>
<td>Mathematics</td>
<td>MA111, MA112, ST130, MA211, MA221, MA313, MA321; plus one of: MA312, MA341, MA391, MA392, ST301.</td>
<td></td>
</tr>
<tr>
<td>Physics</td>
<td>MA111 or MA112; plus PH101, PH102; plus three 200-level PH courses; plus two PH 300-level courses.</td>
<td></td>
</tr>
<tr>
<td>Technology</td>
<td>TE151, TE155, TE156, TE251, TE256, TE351, TE356.</td>
<td></td>
</tr>
<tr>
<td>Food and Nutrition</td>
<td>TE113, TS109, TE213, TS209, GE202, TE313 and TS309.</td>
<td></td>
</tr>
</tbody>
</table>
POSTGRADUATE PROGRAMMES

POSTGRADUATE CERTIFICATES

POSTGRADUATE CERTIFICATE IN TERTIARY TEACHING (LEVEL 7)
The Postgraduate Certificate in Tertiary Teaching (PGCTT) programme consists of three courses, ED401, ED402 and ED403, which are designed to transform educational practice and the delivery of curriculum in higher education. The programme will integrate the principles of a diverse range of pedagogies, current and emerging technologies and enable educational practice-based research in higher education.

Special Admission Requirements:
To be admitted to the Postgraduate Certificate in Tertiary Teaching, an applicant shall:

a) Hold a university degree or equivalent, and
b) Be teaching at tertiary level.

Programme Requirements: The Postgraduate Certificate in Tertiary Teaching consists of three courses.

Courses: ED401, ED402, ED403

POSTGRADUATE CERTIFICATE IN GENDER STUDIES (LEVEL 7)
The Postgraduate Certificate in Gender Studies consists of 2 courses. It is a part-time programme (2 semesters) and a full-time programme (1 semester), which explores gender as a factor of inquiry for research, policy and practice. This programme is 100% coursework requiring students to engage in critical thinking and apply gender analysis to the analysis of diverse socio-economic and development issues.

Special Admission Requirements:
To be admitted to a Postgraduate Certificate in Gender Studies a person shall: a) hold a university degree or equivalent; or b) hold a university diploma and at least three years of experience in industry; or c) have met mature student admission criteria with exceptional professional achievements.

Programme Requirements:
The Postgraduate Certificate in Gender Studies consists of two courses:

Courses: GN400, GN401

POSTGRADUATE DIPLOMAS

POSTGRADUATE DIPLOMA IN ARTS (LEVEL 7)
The Postgraduate Diploma in Arts is offered in the following majors: History, Linguistics, Literature, Pacific Studies, Psychology, Social Policy & Administration, and Sociology.
The general admission requirements for the Postgraduate Diploma are:
a) a USP bachelor’s degree with a grade point average (GPA) of at least 3.0 in the 200- and 300-level courses of the relevant discipline;
b) a tertiary qualification deemed by Senate or its delegate to be equivalent to clause (a);
c) a professional qualification deemed by Senate or its delegate to be equivalent to clause (a);
d) in exceptional cases, demonstrated experience or achievement deemed by Senate or its delegate to be sufficient; or
e) have met the mature student admission criteria.

Notwithstanding the provisions set out above, Senate or its delegate may require applicants to demonstrate their suitability for admission by carrying out such work and/or sitting for such examinations as it may determine. A 400-level course taken as a qualifying course for the Postgraduate Diploma may become part of a future postgraduate programme.

**History**
The History major of the Postgraduate Diploma in Arts consists of four courses.

*Courses:* Four 400-level HY courses.

**Linguistics**
The Linguistics major of the Postgraduate Diploma in Arts consists of four courses.

*Courses:* AL400, LL413, LL416, LL426.

**Applied Linguistics and English Language Teaching**
The Linguistics major of the Postgraduate Diploma in Arts consists of four courses.

*Courses:* LL416, LL418, LL419, LL426.

**Literature**
The Literature major of the Postgraduate Diploma in Arts consists of four courses.


**Pacific Studies**
The Pacific Studies major of the Postgraduate Diploma in Arts in Pacific Studies consists of the following courses:

*Courses:* PA418 and AL400 as core courses, and any other two from PA402, PA409, PA419 and PA423.

It is recommended that students planning on progressing to the MA in Pacific Studies programme complete AL400 while in their Diploma programme.

**Psychology**
The Psychology major of the Postgraduate Diploma in Arts (Psychology) consists of four courses:

*Courses:* PS407, PS408, AL400 plus one of MG404, PS402 or S0401.
**Social Policy and Administration**

The Social Policy and Administration major of the Postgraduate Diploma in Arts consists of four courses and will be of particular interest to qualified and experienced professionals from social work, social welfare, community development, education, health-care and related professions and to recent graduates wishing to pursue a career in these professions.

*Courses:* SO407, SO408, SO409, AL400. A different 400-level course may be substituted for one of these with approval of Senate or its delegate.

**Sociology**

The Sociology major of the Postgraduate Diploma in Arts consists of four courses.

*Special Admission Requirements:* Applicants without a substantive sociology background may be considered for admission, but may be required to undertake extra reading.

*Courses:* Four of SO401, SO402, SO404, SO407, SO408, SO409, AL400. A different 400-level course may be substituted for one of these with approval of Senate or its delegate.

**POSTGRADUATE DIPLOMA IN EDUCATION (LEVEL 7)**

*Special Programme Requirements:* To be admitted to a Postgraduate Diploma in Education a person shall have:

a) obtained a degree of Bachelor of The University of the South Pacific normally with a GPA of at least 3.0 in the 200- and 300-level courses in the appropriate major; or

b) obtained from some other tertiary institution a qualification deemed by Senate or its delegate to be equivalent to the requirements set out in (a) above; or

c) obtained a professional qualification deemed by Senate to be equivalent to the requirements set out in (a) above; or

d) met the mature student admission criteria.

*Programme Requirements:* The Postgraduate Diploma in Education consists of four courses.

*Courses:* AL400 and any three from: ED451, ED455, ED456, ED457, ED461, ED466, ED468, ED491, ED492, ED493

**POSTGRADUATE DIPLOMA IN TERTIARY TEACHING (LEVEL 7)**

Not Offered in 2017.
POSTGRADUATE DIPLOMA IN LAW (LEVEL 7)

The Postgraduate Diploma in Law consists of four courses.

Special Admission Requirements:

An LLB or equivalent degree with a GPA of 3.5 or better; or a USP LLB with a GPA of 3.0 or better and either LA326/LW390 passed with a grade of B+ or better; or professional or research experience deemed to be equivalent to such a grade.

Programme Requirements: The Postgraduate Diploma in Law consists of four courses:

Courses: LW400, AL400; plus two 400-level LW courses.
PROFESSIONAL CERTIFICATES AND DIPLOMAS

PROFESSIONAL CERTIFICATE IN EDUCATION POLICY AND PLANNING

This programme will only be offered as special In-Country project. The primary purpose of the award programme is to improve the skills of educational administrators working in Pacific national ministries of education and schools. The programme will focus on specific skills in educational leadership, policy and planning development in education and financing education.

The programme is focused on three key learning outcomes: 1. Examine elements of educational policy and planning with a sensitivity to the contextual realities of Pacific countries; 2. Design effective and appropriate education policy and planning activities for Pacific context; 3. Evaluate current practices of education policy and planning activities in Pacific context.

Special Admission Requirements:

To be admitted into the Professional Certificate in Education Policy and Planning a person shall have:

a) obtained a first degree and a teaching qualification;
b) experienced as heads of a primary and secondary schools, educational administrators at the systems level or experienced educational officers at district/provincial/ level, educational planners and policy writers at departmental and ministerial levels, directors/deans of education systems, experienced heads of schools;
c) met the mature student admission criteria.

Programme requirements: The Professional Certificate in Education Policy and Planning consists of four courses taught as two-weeks intensive workshops. A total of 8 weeks is needed for the completion of the Professional Certificate. All courses will be taught face to face on campus per cohort.

Courses: EDP01, EDP02, EDP03, EDP04

PROFESSIONAL DIPLOMA IN LEGAL PRACTICE

The Professional Diploma in Legal Practice is an intensive programme designed to prepare students for entry into legal practice in one or more of the jurisdictions of the member countries of the University. It is open to any graduate who has successfully passed a programme of legal studies that covered a range of knowledge and skills sufficient to enable students to commence an intensive professional legal practice programme.

Special Admission Requirements:

To be admitted to a Professional Diploma in Legal Practice a person shall have passed a programme of legal studies deemed by the university to be sufficient to enable the graduate to commence an intensive professional legal practice training programme.
Programme Requirements:
The Professional Diploma in Legal Practice consists of:

a) Attendance at the Laucala Campus for at least 90% of the core hours and, for online students, participation in at least 90% of the prescribed activities; and

b) a period of supervised practice of not more than one month with an organization approved by the university; and

c) Completion of eight modules:
   i) Performance in each of the modules shall be acknowledged by the awarding of the following grades:
      ‘Pas’ meaning ‘Pass or Competent’
      ‘IP’ meaning ‘In Progress’
      ‘Fail’ meaning ‘Fail or Not Competent’

   ii) A provisional grade of IP (meaning ‘In progress’) shall be awarded where a student is given an extension of time by the Academic Standards and Quality Committee to complete any work on which assessment for the course is based. Any extension of time may only be up to the last day of lectures of the following semester specified in the University Handbook and Calendar. The provisional grade of IP shall be replaced by an appropriate grade based on the work submitted by a student by the end of the extended period. Where a student has been given a Fail grade, the maximum number of attempts allowed for the programme is two, which consists a first attempt followed by a second attempt if the first is not successful. The decision to permit a third attempt at the programme shall rest with the Chair of the Academic Standards and Quality Committee.

   iii) There are no final examinations for the programme. The performance of students shall be assessed entirely by coursework, which shall include oral presentations, written presentations, logs and portfolios of work, file management, attendance and general conduct. The written and oral presentations may include work that has been prepared and work conducted under examination conditions.

Courses: LWD01, LWD02, LWD03, LWD04, LWD05, LWD06, LWD07, LWD08.

PROFESSIONAL DIPLOMA IN LEGISLATIVE DRAFTING
The Professional Diploma in Legislative Drafting is a two-semester programme designed for the novice as well as for the seasoned drafter to acquire knowledge in the art and science of legislative drafting. The aim of the programme is to introduce the participants in a progressive manner to the legislative drafting process. Emphasis will be laid on the syntax and training will involve the linking of sentences into meaningful units. The training will involve the drafting of statutes and regulations including amendments and penal provisions. The students will acquire skills through ‘hands-on’ practice.
Special Admission Requirements:

To be admitted to a Professional Diploma in Legislative Drafting a person shall:

a) have obtained the degree of Bachelor of Laws (LLB) of The University of the South Pacific, or
b) have obtained from some other recognised tertiary institution a qualification deemed by Senate or its delegate to be equivalent to the requirements set out in a), or
c) have obtained a professional qualification deemed by Senate or its delegate to be equivalent to the requirements set out in a) above, or
d) in exceptional cases, have demonstrated experience or achievement Senate or its delegate deems sufficient.

Programme Requirements:

a) The Professional Diploma in Legislative Drafting consists of seven courses.
b) The programme of study is a distance tuition programme of study extending over a period of not less than two semesters.
c) There are no final examinations for the programme. The performance of students shall be assessed entirely by coursework, which shall include written assignments and a drafting workshop. The assignments contribute 60% and the drafting workshop contributes 40% of the total assessment for the programme.
d) In order to be eligible to receive the Professional Diploma in Legislative Drafting, a student must prove his or her competency in each and every element of each of the courses.
e) Performance in each of the courses shall be acknowledged by the awarding of the following grades:

‘Pass’ meaning ‘Pass or Competent’
‘IP’ meaning ‘In Progress’
‘Fail’ meaning ‘Fail or Not Competent’

A provisional grade of IP (meaning ‘In progress’) shall be awarded where a student is given an extension of time by the Academic Programmes Committee to complete any work on which assessment for the course is based. Any extension of time may only be up to the last day of lectures of the following semester specified in The University Handbook and Calendar. The provisional grade of IP shall be replaced by an appropriate grade based on the work submitted by a student by the end of the extended period. Where a student has been given a Fail grade, the maximum number of attempts allowed for the programme is two, comprising a first attempt followed by a second attempt if not successful. The decision to permit a third attempt at the programme shall rest with the Chair of the Academic Programmes Committee.

Courses: LWD11, LWD12, LWD13, LWD14, LWD15, LWD16, LWD17.
MASTER’S DEGREE PROGRAMMES

MASTER OF ARTS
The Master of Arts is offered in the following majors: Education, History, Linguistics, Literature, Pacific Studies, Psychology, Social Policy, and Sociology.

Education
Special Admission Requirements:

To be admitted to the Master’s programme a person shall have:

a) obtained the degree of Bachelor of The University of the South Pacific with a GPA of at least 3.5 in the 200- and 300-level courses in the appropriate major; or

b) obtained an appropriate Postgraduate Diploma of The University of the South Pacific with a GPA of at least 3.0; or

c) a tertiary qualification deemed by Senate or its delegate to be equivalent to the qualification above.

Programme Requirements:

The Master’s degree consists of following two programme options:

1) Students are required to pass PGDEd with a GPA of at least 3.0 and successfully write a thesis in about 50,000 words.

2) Outstanding students with the degree of Bachelor of Education normally with a GPA of at least 3.5 in the Education majors at the 200- and 300-level may bypass the PGDEd and proceed to complete the Master of Arts in Education by thesis. However, the student may be requested to complete postgraduate courses as specified on admission to the Master’s programme.

History
The Master’s programme consists of a thesis.

Journalism
The Master’s programme consists of a thesis.

Linguistics
The Master’s programme consists of a thesis or two postgraduate courses and a supervised research project.

Applied Linguistics
The Master’s programme consists of a thesis or two postgraduate courses plus a supervised research project.

Literature
The Master’s programme consists of a thesis or two postgraduate courses plus a Supervised Research Project.
Pacific Studies
The Master’s programme consists of three options: (a) a thesis, or (b) two postgraduate courses plus a Supervised Research Project, or (c) a Portfolio.

The Portfolio will have two components: (i) a Practice-based component or creative project presentation and (ii) an Analytical Component (Exegesis). Each component will carry 50% of the project.

Psychology
The Master’s programme consists of a thesis or two postgraduate courses plus a Supervised Research Project.

Social Policy
The Master’s programme consists of a thesis or two postgraduate courses plus a Supervised Research Project.

Sociology
The Master’s programme consists of a thesis or two postgraduate courses plus a Supervised Research Project.

MASTER OF EDUCATION
Special Admission Requirements:
To be admitted to the Master of Education programme a person shall have:

a) obtained the degree of Bachelor of The University of the South Pacific with a GPA of at least 3.0 in the 200- and 300-level courses in the appropriate major; or

b) obtained an appropriate Postgraduate Diploma of The University of the South Pacific with a GPA of at least 3.0; or

c) obtained a tertiary qualification deemed by Senate or its delegate to be equivalent to the qualification above.

Programme Requirements:
The Master of Education degree consists of the following two programme options:

1.) Students are required to complete two 400-level Education courses in addition to the four 400-level Education courses they attained in their PGDEd and write a Supervised Research Project (SRP) in about 20,000 words.

2.) Students are required to complete four more additional 400-level Education courses in addition to the four 400 Education courses attained in their PGDEd. Two of the additional four courses could be taken from 400-level units of relevant subject disciplines. This MEd is by Coursework.

MASTER OF ENVIRONMENTAL LAW
Special Admission Requirements:
To be admitted to the Master of Environmental Law Programme a person shall have:
(a) An LLB or equivalent degree with a GPA of 3.5 or better or a USP LLB with a GPA of 3.0 or better and either LA326/LW390 passed with a grade of B+ or better, or professional or research experience deemed to be equivalent to such a grade in LA326/LW390; or

(b) Students who have completed an undergraduate degree in a discipline other than Law with a GPA of 3.5 or better and evidence of professional or research experience in areas of environmental law, environmental science or environmental planning; or

(c) In exceptional cases candidates must demonstrate that they have the experience or achievement relevant to the MEL programme, which Senate or its delegate deems sufficient for undertaking the programme.

Programme Requirements:

a) The MEL Programme by coursework consists of six 400-level LW courses: LW452; plus three 400-level LW courses selected from the following: LW450, LW451, LW453, LW455, LW456 or another environmental law course; plus two 400-level courses offered by USP and approved by the Head of School.

b) The MEL Programme by coursework consists of four 400-level LW courses and a supervised research project: LW452; plus three 400-level LW courses selected from the following: LW450, LW451, LLW453, LW455, LW456 or another environmental law course; plus a Supervised Research Project.

MASTER OF LAWS

Special Admission Requirements:

a) LLM by coursework and Supervised Research Project: an LLB or equivalent degree with a GPA of 3.5 or better or a USP LLB with a GPA of 3.0 or better and either LA326/LW390 passed with a grade of B+ or better, or professional or research experience deemed to be equivalent to such a grade in LA326/LW390; or

b) LLM by thesis only: an LLB degree or equivalent with a GPA of 3.5 or better or can provide evidence of professional or research experience deemed to be equivalent to such a GPA.

c) In exceptional cases, the University may consider applications from persons who can demonstrate that they have the experience or achievement relevant to the LLM programme that Senate or its delegate deems to be sufficient for the student to pursue at a satisfactory level.

Programme Requirements:

a) The LLM Programme by coursework consists of six courses: LW400, AL400; plus two 400-level LW courses; plus two 400-level courses offered by USP and approved by the Head of School.

b) The LLM Programme by coursework consists of four courses: LW400, AL400; plus two 400-level LW courses; plus a Supervised Research Project.

c) For an LLM by thesis only – A supervised thesis.
DOCTOR OF PHILOSOPHY

USP offers a Doctor of Philosophy (PhD) in most disciplines taught at postgraduate level at USP. Students interested in progressing from a master’s programme to doctoral studies are advised to contact the relevant Faculty Dean. The Admission and Programme Regulations governing the Doctor of Philosophy are listed on page 112 of this publication.
CERTIFICATE IN AGRICULTURE
Programme Requirements: The Certificate in Agriculture consists of six courses plus six weeks of vocational practical experience.
Courses: AG134, AG164, AG165, AG172, AG273, UU114; plus six weeks of vocational practical experience.

CERTIFICATE IN HOTEL MANAGEMENT
Programme Requirements: The Certificate in Hotel Management consists of eight courses.
Courses: TS106, TS109, UU114, TS207, TS208, TS209, TS216; plus one practical selected from TS218, TS303, TS304.

CERTIFICATE IN LAND MANAGEMENT
Programme Requirements: The Certificate in Land Management consists of six courses.
Courses: UU100, LM112, LM113, LM211, LM214, LM216

CERTIFICATE IN MANAGEMENT STUDIES
Programme Requirements: The Certificate in Management Studies consists of six courses.
Courses: MG101, MG106; plus AF100 or AF101 or AF102; plus EC100 or EC101 or EC102; plus IS121; plus MG201 or MG206.

CERTIFICATE IN OFFICIAL STATISTICS
Courses: EC101, OS101, OS102, PD101, UU100, EC203.

CERTIFICATE IN POPULATION STUDIES AND DEMOGRAPHY
Programme Requirements: The Certificate in Population Studies and Demography consists of six courses.
Courses: GS100, OS101, PD101, UU100, UU114, PD200.

CERTIFICATE IN TOURISM AND HOSPITALITY MANAGEMENT
Programme Requirements: The Certificate in Tourism and Hospitality consists of six courses.
Courses: TS106, TS108, UU114, TS207, TS208 and TS213
DIPLOMA PROGRAMMES

DIPLOMA IN ACCOUNTING STUDIES

Programme Requirements: The Diploma in Accounting Studies consists of twelve courses.

Courses: AF101, AF102, AF108, AF121, FM101, UU114, AF201, AF210 plus two of BF101, EC100, MG101 plus one 200-level and one 300-level AF or BF or FM course.

DIPLOMA IN AGRICULTURE

Programme Requirements: The Diploma in Agriculture consists of twelve courses plus 12 weeks of vocational practical experience.

Courses: AG111 plus AG124, AG134, AG164, AG165, AG172, UU114, AG212, AG221, AG266, AG268, AG273, plus 12 weeks of vocational practical experience.

DIPLOMA IN BANKING

Programme Requirements: The Diploma in Banking consists of twelve courses.


DIPLOMA IN ECONOMICS

Programme Requirements: The Diploma in Economics consists of twelve courses.

Courses: EC101, EC102, OS101, OS102, UU100, UU114, EC201, EC202, EC203, OS201, OS202, PD200.

DIPLOMA IN HOTEL MANAGEMENT

Programme Requirements: The Diploma in Hotel Management consists of twelve courses.

Courses: TS106, TS108, TS109, UU114, TS207, TS208, TS209, TS213, TS216, TS302; plus any two practicals selected from TS218, TS303 or TS304.
DIPLOMA IN LAND MANAGEMENT

Programme Requirements: The Diploma in Land Management consists of twelve courses.


DIPLOMA IN LEADERSHIP, GOVERNANCE AND HUMAN RIGHTS

Programme Requirements: The Diploma in Leadership, Governance and Human Rights consists of twelve courses.

Courses: DG100, DG101, DG102, UU114, UU100, AF100, PS103, PL101, UU200, DG200, UU204 and DG301.

DIPLOMA IN MANAGEMENT STUDIES

Programme Requirements: The Diploma in Management Studies consists of twelve courses.

Courses: 100-Level: MG101, MG106 plus any three from the following UU114; AF100 or AF101 or AF102; EC100 or EC101 or EC102; TS106 or TS108 or TS109; IS121
200-Level: MG201, MG202, MG204, MG206, MG214
300-Level: plus any two of the following MG302; MG303 or MG305; MG309; MG318 or MG319; MG312.

DIPLOMA IN OFFICIAL STATISTICS

Programme Requirements: The Diploma in Official Statics consists of twelve courses.

Courses: EC101, EC102, OS101, OS102, PD101, UU100, UU114, EC203, OS201, OS202, OS203, PD200.

DIPLOMA IN POPULATION STUDIES AND DEMOGRAPHY

Programme Requirements: The Diploma in Population Studies and Demography consists of twelve courses.

Courses: EC100, GS100, OS101, OS102, PD101, UU100, UU114, GS201, OS201, PD200, PD301, PD303.
BACHELOR’S DEGREE PROGRAMMES

BACHELOR OF AGRICULTURE

The Bachelor of Agriculture is offered in two streams:

a) Agribusiness; and
b) Applied Sciences.

The courses are offered as a face-to-face full-time programme at Alafua Campus in Samoa but most of the courses can also be completed by distance and flexible learning through any USP campus.

The admission and programme regulations are listed in the admission and programme regulations in this Handbook and Calendar.

In summary, the requirements are:

Admission Requirements:

To be admitted in Bachelor of Agriculture (Agribusiness or Applied Sciences) a person shall:

a) from a Senate-recognised Form 7 or equivalent examination, have passed English, biology, chemistry and one of agricultural science, mathematics or physics in that examination; or
b) from a USP Diploma in Agriculture or equivalent have achieved a GPA of at least 3.0 or equivalent in that programme; or

c) have met the mature student admission criteria.

Agribusiness

Programme Requirements:

The Bachelor of Agriculture (Agribusiness) degree consists of 24 courses, of which eight are at 100-level, eight at 200-level and eight at 300-level as listed below:

Courses:

Year I: AG111, AG124, AG134, AG164, AG165, AG172, UU100, UU114.

Year II: AG211, AG212, AG213, AG266, AG273, EC202, UU200, UU204.

Year III: AG311, AG312, AG314, AG363, AG364, AG373, AG383, EC306, plus 20 weeks vocational practical experience.

Applied Sciences

Programme Requirements:

The Bachelor of Agriculture (Applied Sciences) degree consists of 24 courses, of which eight are at 100-level, eight at 200-level and eight at 300-level as listed below:

Courses:

Year I: AG111, AG124, AG134, AG164, AG165, AG172, UU100, UU114
BACHELOR OF ARTS

The Bachelor of Arts is a three-year programme comprising twenty-four courses of which eight courses are at 100-level, eight courses are at 200-level and eight courses are at 300-level including two 100-level and two 200-level university courses.

The discipline permitted as a major for Bachelor of Arts Degree in 2017 is:

Politics

*Courses for a Single Major:* PL100, PL101, UU114, UU100; PL200, PL201, PL202, PL203; plus UU200, UU204; PL300, PL302, PL305, PL307.

*Courses for one major in a Double Major:* PL100, PL101, UU114, UU100; plus at least two of: PL200, PL201, PL202, PL203; plus UU200, UU204; plus at least three of: PL300, PL302, PL305, PL307.

*Courses for a Minor:* Two 100-level PL courses; plus two 200-level PL courses.

BACHELOR OF COMMERCE

The Bachelor of Commerce is a three-year programme comprising twenty-four courses of which eight courses are at 100-level, eight courses are at 200-level and eight courses are at 300-level including two 100-level and two 200-level university courses.

The disciplines permitted as a major for the Bachelor of Commerce Degree in 2017 are:

Accounting

*Admission Requirements:*

To be admitted to an Accounting major from a Senate-recognised Form 7 or equivalent examination, a person shall have passed mathematics in that examination.

Students undertaking a major in Accounting are exempted from UU100 but will do the Information Literacy component (UU100A).

*Courses for a Single Major:* AF101, AF102, AF121, FM101, UU114, AF201, AF208, AF210, UU200, UU204, AF301, AF302, AF304; plus two other 300-level AF courses and at least two other 300-level AF or BF or FM courses.
Courses for one major in a Double Major:
AF101, AF102, AF121, FM101, UU114, AF201, AF208, AF210, UU200, UU204, AF301, AF302, AF304 plus one other 300-level AF course.

Courses for a Minor:  
AF101, AF102, AF201 or AF208, AF210; plus one 300-level AF or BF or FM course.

**Agricultural Economics and Agribusiness**

Courses for a Single Major:  
AG111, AG124, AG164, AG165, UU100, UU114, AG212, AG213, AG266, AG273, UU200, UU204, AG311, AG312, AG314, AG363, AG364, AG373.

Courses for one major in a Double Major:
AG111, AG124, AG164, AG165, UU100, UU114, AG212, AG213, AG266, AG273, UU200, UU204, AG311, AG312, AG314, AG363, AG373.

Courses for a Minor:  
AG111, AG165, AG212, AG266, AG311, AG312, AG314.

**Banking**

Courses for a Single Major:  
AF101, AF108, BF101, FM101; plus FM102 or AF102; plus UU100, UU114, AF208, BF201, BF202, FM202, UU200, UU204, BF302, FM301, FM302, FM303, FM305.

Courses for one major in a Double Major:

Courses for a Minor:  
BF101, FM101, BF201, BF202; plus BF302.

**Economics**

Admission Requirements:
To be admitted to an Economics major from a Senate-recognised Form 7 or equivalent examination, a person shall have passed mathematics in that examination.

Courses for a Single Major:  
EC101, EC102, UU100, UU114, plus one of FM101, MA101, OS101, OS102, PD101, plus EC201, EC202, EC203, UU200, UU204, plus EC301, EC302, EC303, EC304; plus at least two from: EC306, EC307, EC308, EC311, OS301, OS302, PD301, PD303.
Courses for one major in a Double Major:
EC101, EC102, plus one of FM101, MA101, OS101, OS102, PD101; plus UU100, UU114, EC201, EC202, EC203, UU200, UU204; plus EC301, EC302 plus at least one from EC303, EC304, EC306; plus one (if needed) from: EC307, EC308, EC311, OS301, OS302, PD301, PD303.

Courses for a Minor:
EC101, EC102; plus EC201 or EC202; plus EC203; plus one 300-level EC course.

Finance
Courses for a Single Major:
AF101, EC101 or EC102, FM101, FM102, UU100, UU114, AF208, FM201, FM202, BF201, UU200, UU204, FM301, FM302, FM303, FM305, BF302.

Courses for one major in a Double Major:
AF101, EC101 or EC102, FM101, FM102, UU100, UU114, AF208, FM201, FM202, UU200, UU204, FM301, FM302, FM303, FM305.

Courses for a Minor:
AF101, FM101, FM102; plus two 200-level FM courses or one 200-level FM course and one 300-level FM course.

Human Resource Management and Employment Relations
Courses for a Single Major:
MG101, MG106, UU100, UU114, MG201, MG204, MG214, UU200, UU204, MG302, MG309, MG315, MG312, MG316.

Courses for one major in a Double Major:
MG101, MG106, UU100, UU114, MG201, MG204, MG214, UU200, UU204, MG302, MG315, MG312, MG316.

Courses for a Minor:
MG101, MG106, MG204, MG302.

International Business and Marketing
Courses for a Single Major:
MG101, MG106, UU100, UU114, MG201, MG202, MG206, MG214, UU200, UU204, MG303, MG309, MG321 MG301 and MG305.

Courses for one major in a Double Major:
MG101, MG106, UU100, UU114, MG201, MG202, MG206, UU200, UU204, MG303, MG321, MG305, MG301.
Courses for a minor: MG101, MG106, MG206, MG303.

Tourism Management

Students can take Tourism Management as one major in a double major BCom programme, and as a minor. They can also take Hospitality as a minor. Alternatively, the Bachelor of Commerce in Tourism and Hospitality Management is a prescribed degree programme combining tourism and hospitality management.

Courses for a Single Major: Not offered as a single major.

Courses for one major in a Double Major:
TS106, TS107, UU100, UU114, TS207, TS213, UU200, UU204; plus three of: EC308, TS309, TS310 or TS311; plus one 300-level elective course (such as TS302, TS309, TS310, TS311, EC308, MG301, MG302, MG303, MG305, MG309, MG312, GE304).

Courses for a Minor in Tourism Studies:
TS106, TS107, TS207, TS213; plus one of: TS309, TS310, TS311 or EC308.


Land Management


Courses for one major in a Double Major:

Courses for a minor: LM112, LM113, LM211 or LM215, LM312 with approval by the Dean or Nominee.

Management and Public Administration

Programme Requirements:
Related 300-level offerings in History, Politics, Sociology and Tourism may be approved by the Head of School or nominee as part of a Management and Public Administration single major. Students intending to double major in Management and Public Administration are strongly advised to seek counselling, as it may be difficult to construct a second major without help.

Courses for a Single Major: MG101, MG106, UU100, UU114, MG201 or MG204, MG202, MG206, MG214, UU200, UU204, MG303, MG305, MG309, MG312, MG315, MG318 or MG319.
Courses for one major in a Double Major:
MG101, MG106, UU100, UU114, plus MG214 and any two courses from: MG201, MG202, MG204 or MG206 plus UU200, UU204 plus MG305, MG309, MG311.

Courses for a minor:
MG101 and MG106; plus one or two of: MG201, MG202, MG204, MG206, MG214; plus at least one of: MG301, MG302, MG303, MG305, MG309, MG311, MG312, MG315, MG316, MG318, MG319, MG321.

Official Statistics

Courses for a Single Major: GS100, OS101, OS102, PD101, UU100, UU114 plus ST131 or EC203 plus OS201, OS202, OS203, PD200, UU200, UU204 plus OS301, OS302, OS303, PD301, PD303, EC303 plus any other 300-level EC course.

Courses for one major in a Double Major:
OS101, OS102, PD101, UU100, UU114, plus ST131 or EC203 plus OS201, OS202, OS203, PD200, UU200, UU204, OS301, OS302, OS303, PD303.

Courses for a Minor:
OS101, OS102, OS201 or OS202 plus OS203, OS301.

Population Studies and Demography

Courses for a Single Major: Not offered as a single major.

Courses for one major in a Double Major:
GS100, OS101, PD101, UU100, UU114; plus at least one of: EC100, GE102, OS102; plus GS201, OS201, PD200, UU200, UU204; plus PD301, PD303, OS301 and EC307.

Courses for a Minor:
PD101, PD200, PD301, PD303.

BACHELOR OF COMMERCE – PRESCRIBED PROGRAMMES

There are two interdisciplinary Bachelor of Commerce programmes that do not follow the usual programme requirements for major and minor disciplines but instead have a largely prescribed set of courses, across discipline boundaries.

BACHELOR OF COMMERCE IN HOTEL MANAGEMENT

The Bachelor of Commerce in Hotel Management is a four year programme and consists of 24 courses of which eight are at 100-level, eight are at 200-level and eight at 300-level, as listed below. Students who are not selected by industry practitioners for one-year internship placements on completion of their 200-level courses are required to backtrack into the Bachelor of Commerce in Tourism and Hospitality Management programme.
Year I, Semester I: MG101, TS106, TS108, plus one 100-level elective (such as AF100, DG100, LL181, etc.)

Year I, Semester II: UU114, TS107, TS109 and UU100

Year II Semester I: TS207, TS209, and one of UU200 or UU204

Year II, Semester II: TS208, TS213, TS216 and one of UU200 or UU204

Year III, Semester I & II: TS218, TS303, TS304 (the internship period is one year and consists of 3 courses).

Year IV, Semester I: TS309 plus two 300-level electives (such as MG303, MG305, EC308 or TS310).

Year IV, Semester II: TS302, TS311, plus one 300-level elective course (such as MG301, MG302, MG309, GE304).

B.Com Hotel Management students must not attempt to register for four courses per semester in Year III. You will be not allowed to register for 300-level courses without the necessary pre-requisites.

**BACHELOR OF COMMERCE IN TOURISM AND HOSPITALITY MANAGEMENT**

*Courses:* MG101, TS106, TS107, TS108, TS109, UU100, UU114; plus one 100-level elective (such as AF100, DG100, LL181 etc.), TS207, TS208, TS209, TS213, TS216, UU200, UU204; plus one 200-level elective course; plus TS302, TS309, TS310, TS311; plus four 300-level elective courses (e.g. EC308, GE304, MG301, MG302, MG303, MG305).

**BACHELOR OF COMMERCE IN PROFESSIONAL ACCOUNTING**

The Bachelor of Commerce in Professional Accounting consists of 24 courses, of which eight are at 100-level, eight at 200-level and eight at 300-level as listed below.

*Courses:* AF101, AF102, AF108, AF121, EC101 or EC102, FM101, UU114, UU100, AF201, AF208, AF205, AF210, UU200, UU204 plus any two 200-level courses, AF301, AF302, AF304, AF308 plus any four 300-level courses.
GRADUATE CERTIFICATES

Graduate certificates are offered to students whose first degree is in a different discipline (whereas postgraduate certificates and postgraduate diplomas are in the same discipline as the first degree).

GRADUATE CERTIFICATE IN ENTREPRENEURSHIP

The Graduate Certificate in Entrepreneurship is designed for people interested in starting-up a new venture, enhancing their business or commercialising their ideas. This programme offers experienced professionals and business owners the opportunity to acquire skills and knowledge to become an entrepreneurial manager of either a new or established business. Participants will learn how to deal with uncertainty, manage innovation and improve the business through the application of best practice methods of small business management and new product development.

This programme is especially useful for managers and owners of small to medium businesses who wish to acquire skills and knowledge in the areas of entrepreneurship and innovation.

Admission Requirements: To be admitted to study for the Graduate Certificate in Entrepreneurship a person shall have:

a. passed the Graduate School of Business Management Admissions Test (GSBMAT): and,
b. a bachelor’s degree from a recognised tertiary institution and a minimum of 3 years significant work experience in an executive or professional position involving considerable authority and decision making.

Programme Requirements: The Graduate Certificate in Entrepreneurship consists of three core courses:

Courses: MBA 432 MBA 437 and MBA 421.

GRADUATE CERTIFICATE IN PUBLIC ADMINISTRATION

The Graduate Certificate in Public Administration is offered as an on-the-job education programme aimed at improving the management capacity of Fiji civil servants. It provides an understanding of governance and public administration concepts vis-a-vis their practical implications in Fiji and the South Pacific.

Admission Requirements: To be admitted for study for a Graduate Certificate in Public Administration, a person shall have:

- A bachelor’s degree from a recognised tertiary institution, or
- Have met the mature student admission criteria, which shall be judged on the basis of exceptional professional achievement.

Programme Requirements: The Graduate Certificate in Public Administration consists of two courses.

Courses: Any two of: MG451, MG452, MG453.
POSTGRADUATE CERTIFICATES

Within the suite of the Graduate School of Business (GSB) programmes, the Postgraduate Certificate has been designed to open up wider opportunities for managers to improve their administrative performance through exposure to high-level administrative training. The two programmes are:

Postgraduate Certificate in Financial Administration
Postgraduate Certificate in Human Resource Management

Those who complete either of these Postgraduate Certificates may apply for admission to the Postgraduate Diploma in Business Administration or the Master of Business Administration (MBA) programmes, provided they have a GPA of 3.0, and if successful they will normally receive credit transfer for the three Postgraduate Certificate courses.

Note: Programmes in the Graduate School of Business operate on the basis of three trimesters per year. Refer to the ‘Principal Dates’ section of this publication for academic trimester dates.

Admission Requirements:

To be admitted to study for:
the Postgraduate Certificate in Financial Administration; or the Postgraduate Certificate in Human Resource Management, a person shall have:

a) passed the Graduate School of Business Management Admissions Test (GSBMAT); and,

b) a bachelor’s degree from a recognised tertiary institution and a minimum of three years of significant work experience in an executive or professional position involving considerable authority and decision making; or

c) an undergraduate diploma or equivalent from a recognised tertiary institution and at least five years of significant work experience in an executive or professional position involving considerable authority and decision making; or

d) have met the mature student admission criteria, which shall be judged on the basis of exceptional professional achievements.

Programme Requirements:

Each of the Postgraduate Certificates in Business Administration consists of three courses.

Programmes:

POSTGRADUATE CERTIFICATE IN FINANCIAL ADMINISTRATION (LEVEL 7)

Courses: MBA422, MBA432, MBA436.

POSTGRADUATE CERTIFICATE IN HUMAN RESOURCE MANAGEMENT (LEVEL 7)

Courses: MBA423, MBA433, MBA435.

The Graduate School of Business may provide a customised ‘Graduate Certificate in Business Administration’ designed to meet the capacity development needs of a client organisation. The certificate would be composed of a selection of three MBA courses.
POSTGRADUATE CERTIFICATE IN DIPLOMACY AND INTERNATIONAL AFFAIRS (LEVEL 7)

The Postgraduate Certificate in Diplomacy and International Affairs provides a core grounding in diplomacy and international affairs. It also provides a staircase into the Postgraduate Diploma in Diplomacy and International Affairs and the Master of Arts in Diplomacy and International Affairs.

Admission Requirements:

The admission requirement for the Postgraduate Certificate in Diplomacy and International Affairs is a Bachelor’s degree from a recognised tertiary institute with a GPA of at least 3.0, or equivalent. In judging ‘equivalence’ account is taken of relevant professional experience.

Programme Requirements: The Postgraduate Certificate in Diplomacy and International Affairs consists of two courses.

Courses: Two of: PL409, PL410, EC416, PL400 or PL401.

POSTGRADUATE DIPLOMAS

POSTGRADUATE DIPLOMA IN AGRICULTURE (LEVEL 7)

The Postgraduate Diploma in Agriculture is offered in three streams:

Programme Requirements:

Each Postgraduate Diploma in Agriculture consists of five courses.

Agricultural Economics

Courses: AG401, AG411, AG412, AG415, AG465.

Animal Science

Courses: AG401, AG471, AG472, AG473, AG474

Crop Science

Courses: AG401, AG422, AG461, AG464, AG465

POSTGRADUATE DIPLOMA IN BUSINESS ADMINISTRATION (LEVEL 7)

Within the suite of Graduate School of Business (GSB) programmes, the Postgraduate Diploma in Business Administration has been designed to open up wider opportunities for managers to improve their administrative performance through exposure to high-level administrative training. The two programmes are:

Postgraduate Diploma for General Managers

Postgraduate Diploma in Advanced Analytical Skills

Those who complete either of these Postgraduate Diplomas may apply for admission to the Master of Business Administration (MBA) programme, provided they achieve a GPA of at least 3.0, and if successful will normally receive credit transfer for the six Postgraduate Diploma courses.

Note: Programmes in the Graduate School of Business operate on the basis of three trimesters per year. Refer to the ‘Principal Dates’ section of this publication for academic trimester dates.
Admission Requirements:
To be admitted to study for:
the Postgraduate Diploma for General Managers; or the Postgraduate Diploma in Advanced Analytical Skills, a person shall have:

a) passed the Graduate School of Business Management Admissions Test (GSBMAT); and,

b) a bachelor’s degree from a recognised tertiary institution and a minimum of three years significant work experience in an executive or professional position involving considerable authority and decision making; or

c) an undergraduate diploma or equivalent from a recognised tertiary institution and at least five years of significant work experience in an executive or professional position involving considerable authority and decision making; or

d) have met the mature student admission criteria, which shall be judged on the basis of exceptional professional achievements.

Programme Requirements: Each of the Postgraduate Diplomas in Business Administration consists of six courses.

Programmes:

POSTGRADUATE DIPLOMA FOR GENERAL MANAGERS (LEVEL 7)
Courses: MBA423, MBA433, MBA435, MBA437, MBA439
plus one MBA course.

POSTGRADUATE DIPLOMA IN ADVANCED ANALYTICAL SKILLS (LEVEL 7)
Courses: MBA422, MBA431, MBA432, MBA436, MBA439,
plus one other MBA course.

POSTGRADUATE DIPLOMA IN COMMERCE (LEVEL 7)
The Postgraduate Diploma in Commerce is offered in the following majors: Accounting, Professional Accounting, Banking and Finance, Economics, Management and Public Administration, Official Statistics, Population Studies and Demography, and Land Management.
The general admission requirements for the Postgraduate Diploma are:

a) a USP bachelor’s degree with a grade point average (GPA) of at least 3.0 in the 200- and 300-level courses of the relevant discipline;

b) a tertiary qualification deemed by Senate or its delegate to be equivalent to clause (a);

c) a professional qualification deemed by Senate or its delegate to be equivalent to clause (a);

d) in exceptional cases, demonstrated experience or achievement deemed by Senate or its delegate to be sufficient; or

e) have met the mature student admission criteria.

Notwithstanding the provisions set out above, Senate or its delegate may require applicants to demonstrate their suitability for admission by carrying out such work and/or sitting for such examinations as it may determine. A 400-level course taken as a qualifying course for the Postgraduate Diploma may become part of a future postgraduate programme.
ACCOUNTING

Programme Requirements: The Postgraduate Diploma in Commerce (Accounting) consists of four courses.

Courses: AF413, AF418; plus two 400-level courses from the following: AF411, AF412, AF414, AF415, AF438.

PROFESSIONAL ACCOUNTING

Admission Requirements: To be admitted to a Postgraduate Diploma in Professional Accounting a person shall:

a) have at least one year of experience in commerce, industry or government after completing a bachelor's degree with a major in Accounting from a recognised tertiary institution.

Programme Requirements: The Postgraduate Diploma in Professional Accounting consists of five courses.

Courses: Any five courses from the following: AF401, AF402, AF405, AF420, AF431, AF432, AF433, AF434, AF435, AF436, AF437, AF439, and AF440.

BANKING AND FINANCE

Programme Requirements: The Postgraduate Diploma in Commerce (Banking and Finance) consists of four courses.

Courses: BF401, BF402, FM401, AF418.

ECONOMICS

The Postgraduate Diploma in Commerce (Economics) consists of four courses.

Courses: EC401, EC402, EC403, EC404.

LAND MANAGEMENT

The Postgraduate Diploma in Land Management consists of four courses.

Admission Requirements:

Applicants who are Registered Valuers who do not have a first degree may be considered for admission to the Postgraduate Diploma in Land Management, and for Registered Valuers with alternative qualifications credit may be granted.


MANAGEMENT AND PUBLIC ADMINISTRATION

The Postgraduate Diploma in Commerce (Management and Public Administration) consists of four courses of which two courses: MG405 and MG451 are core courses. Students can choose any remaining two from the list below:
Courses: MG401, MG402, MG403, MG404, MG405, MG406, MG409, MG410, MG411, MG412 and MG453. Students intending to progress to a Master’s degree (by thesis) should substitute DG 400 or a similar research methods course for one of these.

POPULATION STUDIES AND DEMOGRAPHY
The Postgraduate Diploma in Commerce (Population Studies and Demography) consists of four courses.

Courses: PD401, PD402; plus two 400-level courses chosen from the following: EC404, DG415, DG410.

TOURISM AND HOSPITALITY MANAGEMENT
The Postgraduate Diploma in Commerce (Tourism and Hospitality Management) consists of four courses.

Courses: DG400, TS401, plus one of TS402, TS403 or TS405; plus one 400-level elective course (such as one of the TS courses or DG408, DG417, DG422, LM402, MG401, MG402, MG412, EV414).

POSTGRADUATE DIPLOMA IN DEVELOPMENT STUDIES (LEVEL 7)
The Postgraduate Diploma in Development Studies is an interdisciplinary postgraduate programme that produces graduates able to assume creative leadership roles in shaping sustainable societies. The postgraduate diploma critically analyses ideas about governance, civil society, urbanisation, regionalism, and global institutions, and explores their relationships with development.

In addition the postgraduate diploma teaches students essential research skills needed for later MA and PhD theses or for more general work-related research activities.

Admission Requirements:
To be admitted in the Postgraduate Diploma in Development Studies a full-time candidate shall have a Bachelor’s degree from a recognised tertiary institution with a GPA of at least 3.0. Consideration will be given to professional experience and related training.

Programme Requirements:
The Postgraduate Diploma in Development Studies consists of five courses.

Courses: DG400, DG410, plus one of the following 400-level Development Studies courses: DG413, DG415, DG416, DG417, DG420, DG422 plus two 400-level elective courses chosen from any related fields.
POSTGRADUATE DIPLOMA IN DIPLOMACY AND INTERNATIONAL AFFAIRS (LEVEL 7)
The Postgraduate Diploma in Diplomacy and International Affairs offers a more comprehensive understanding of international relations and diplomacy. It provides an opportunity for students to deepen their knowledge of global and regional developments. It also provides a staircase into the Master of Arts in Diplomacy and International Affairs.

Admission Requirements:
The admission requirement for the Postgraduate Diploma in Diplomacy and International Affairs is a Bachelor’s degree from a recognised tertiary institution with a GPA of at least 3.0, or equivalent. In judging ‘equivalence’ account is taken of relevant professional experience (Postgraduate Certificate in Diplomacy and International Affairs graduates have to achieve a GPA of 3.0 to enter the Postgraduate Diploma in Diplomacy and International Affairs).

Programme Requirements: The Postgraduate Diploma in Diplomacy and International Affairs consists of four courses.

Courses: Four of PL409, PL410, EC416 and PL400 or PL401.

POSTGRADUATE DIPLOMA IN FORENSIC ACCOUNTING & FRAUD INVESTIGATION (LEVEL 7)

Admission Requirements:
To be admitted to the Postgraduate Diploma in Forensic Accounting and Fraud Investigation a person shall have at least one year of experience in commerce, industry or government after completing a bachelor’s degree with a major in Accounting from a recognized tertiary institution.

Programme Requirements: The Postgraduate Diploma in Forensic Accounting and Fraud Investigation consists of five courses.

Courses: AF401, AF402, AF405, AF420 and AF432.

POSTGRADUATE DIPLOMA IN GOVERNANCE (LEVEL 7)

Admission Requirements:
To be admitted in the Postgraduate Diploma in Governance, a full time candidate must have a Bachelor’s degree from a recognised tertiary institution with a GPA of at least 3.0. Candidates with GPAs above 2.5 may be considered in exceptional cases. Factors relevant to considering applications may include professional experience and related training.

Special Programme Requirements: The Postgraduate Diploma in Governance consists of five courses.

Courses: DG400; plus DG404 or DG406; plus one 400-level Governance course chosen from the following: DG403, DG407 and DG411 plus two 400-level elective courses that may be in Governance or related fields.
MASTER’S DEGREE PROGRAMMES

MASTER OF AGRICULTURE
The Master of Agriculture is normally undertaken after completing a Postgraduate Diploma in Agriculture. It consists of either a full thesis, or two appropriate postgraduate courses and a Supervised Research Project.

MASTER OF ARTS IN DEVELOPMENT STUDIES
The Master’s programme consists of a thesis (DG700) or following the successful completion of the Postgraduate Diploma in Development Studies, two postgraduate courses plus a Supervised Research Project (DG600).

MASTER OF ARTS IN DIPLOMACY AND INTERNATIONAL AFFAIRS
The Master of Arts in Diplomacy and International Affairs builds on the foundational courses in the Postgraduate Diploma in Diplomacy and International Affairs by adding an opportunity to undertake a research essay on diplomacy and international affairs on a topic of particular interest to the student. This programme also provides research skills and advanced writing skills. In addition, Master of Arts in Diplomacy and International Affairs students also have the opportunity to follow an interest in a particular academic stream by clustering their electives in particular disciplines or subject areas such as law, environment, economics or development studies.

Admission Requirements:
The admission requirement for the Master of Arts in Diplomacy and International Affairs is a Postgraduate Diploma in Diplomacy and International Affairs with a GPA of 3 or above, or equivalent qualification.

Programme Requirements:
The Master of Arts in Diplomacy and International Affairs consists of eight courses including five core and three elective courses.

Core Courses:
PL409, PL410, PL411, EC416; plus one of: PL400 or PL401.

Electives:
The electives for the Master of Arts in Diplomacy and International Affairs include (but are not limited to) the following: DG422, EC406, EC408, EC413, LW468, LW469, LW473, MS441, PL402.

MASTER OF ARTS IN GOVERNANCE
The Master’s programme in Governance may be completed in three ways, subject to approval:

1. MA thesis (DG700, thesis only), an option reserved for applicants fitting two circumstances: they have completed the degree of bachelor at the University of the South Pacific with at least a 3.5 cumulative GPA in courses at the 200- and 300-level; or they are students of the Postgraduate Diploma who have completed DG400, DG404 or DG406, and one additional 400-level course in Governance with a cumulative GPA of 3.5.

2. Following successful completion of the Postgraduate Diploma in Governance, students successfully complete two additional postgraduate courses in Governance, or another approved field, plus a Supervised Research Project (DG600).
(3) The Master of Arts in Governance consists of nine courses. Following successful completion of the Postgraduate Diploma in Governance, students must complete four additional courses: one 400-level course in Governance (must be DG403 if not taken before); PL400 or PL402; plus two elective 400-level courses in Governance or related fields.

**MASTER OF ARTS IN POLITICS/INTERNATIONAL AFFAIRS**
The Master’s programme consists of a thesis or two postgraduate courses plus a Supervised Research Project.

**MASTER OF BUSINESS ADMINISTRATION**
Persons are eligible to be admitted to study for the Master of Business Administration if they have:

a) passed the Graduate School of Business Management Admissions Test (GSBMAT); and,
b) a bachelor’s degree from a recognised tertiary institution and a minimum of three years significant work experience in an executive of professional position involving considerable authority and decision making; or
c) postgraduate diploma from Graduate School of Business, The University of the South Pacific with a minimum GPA of 3.0 plus 5 years significant work experience in an executive or professional position involving considerable authority and decision making; or
d) have met the mature student admission criteria, which shall be judged on the basis of exceptional professional achievements.

The Master of Business Administration consists of twelve courses. A student who obtains three fail grades will not be allowed to continue with the Master of Business Administration programme.

**Courses:**
MBA423, MBA431, MBA432, MBA433, MBA434, MBA435, MBA436, MBA437, MBA438, MBA439, MBA440; plus one from: MBA421, MBA422, MBA430, MBA441, MBA442, MBA443; or one from: AF420, AF433, DG410, DG415, DG417, EC408, EC412, MG401, MG404, MG405, MG409, MG410, MG411, MG412, LM401, LM402, TS401 or supervised independent research conducted within MBA425.

*Note:* Programmes in the Graduate School of Business operate on the basis of three trimesters per year.

**MASTER OF COMMERCE IN ACCOUNTING**
The Master’s programme consists of a full thesis. To be admitted to a Master of Commerce in Accounting a person shall obtain a Postgraduate Diploma in Accounting.

**MASTER OF COMMERCE IN PROFESSIONAL ACCOUNTING**
To be admitted to a Master of Commerce in Professional Accounting programme a person shall have at least one year of experience in commerce, industry or government after completing a Bachelor’s Degree with a major in Accounting from a recognised tertiary institution.

The Master’s programme consists of any ten courses from:
AF401, AF402, AF405, AF420, AF431, AF432, AF433, AF434, AF435, AF436, AF437, AF439, AF440, BF401, BF402, FM401.
MASTER OF COMMERCE IN BANKING AND FINANCE
The Master’s programme consists of (a) a thesis or (b) two appropriate postgraduate courses and a Supervised Research Project.

MASTER OF COMMERCE IN ECONOMICS (THESIS OR SRP)
The Master’s consists of (a) a thesis or (b) two appropriate postgraduate courses and a Supervised Research Project.

MASTER OF COMMERCE IN ECONOMICS (COURSEWORK)
Note: The MCom in Economics by coursework consists of eight courses, including the four core courses offered under the Postgraduate Diploma in Commerce (Economics).

Courses:

MASTER OF COMMERCE IN LAND MANAGEMENT
The Masters programme consists of a thesis or two postgraduate courses and a Supervised Research Project.

MASTER OF COMMERCE IN MANAGEMENT AND PUBLIC ADMINISTRATION (THESIS OR SRP)
The Master’s programme consists of a Postgraduate Diploma in Commerce (Management and Public Administration) plus: a thesis; or two appropriate postgraduate Management 400-level courses from: MG401, MG402, MG403, MG404, MG405, MG406, MG409, MG410, MG411, MG412, MG451, MG453 and a Supervised Research Project.

MASTER OF COMMERCE IN MANAGEMENT AND PUBLIC ADMINISTRATION (COURSEWORK)
The Master’s programme consists of Postgraduate Diploma in Commerce (Management and Public Administration) plus any four additional MG 400-level courses from: MG401, MG402, MG403, MG404, MG405, MG406, MG409, MG410, MG411, MG412, MG451 and MG453.

MASTER OF COMMERCE IN OFFICIAL STATISTICS
The Master’s programme consists of a thesis or two postgraduate courses plus a Supervised Research Project.

MASTER OF COMMERCE IN POPULATION STUDIES AND DEMOGRAPHY
The Master’s consists of a thesis.

MASTER OF COMMERCE (TOURISM AND HOSPITALITY MANAGEMENT)
Applicants to the master’s programme must have completed a Postgraduate Diploma in Tourism Studies or Postgraduate Diploma in Commerce (Tourism and Hospitality Management) or equivalent qualification with a cumulative of GPA of 3.0.

The Master’s programme consists of a thesis (TS700F or TS700P) or, following the successful completion of the Postgraduate Diploma in Commerce (Tourism and Hospitality Management), two 400-level Postgraduate courses plus a Supervised Research Project (TS600F or TS600P).
Faculty of Business and Economics offers a Doctor of Philosophy (PhD) in most disciplines taught at postgraduate level. Students interested in progressing from a master’s programme to doctoral studies are advised to contact the Faculty Dean. The Admission and Programme Regulations governing the Doctor of Philosophy appear in page 112 of this publication.
FACULTY OF SCIENCE, TECHNOLOGY AND ENVIRONMENT

ACADEMIC CERTIFICATE PROGRAMMES

CERTIFICATE IN COMPUTING

Special Admission Requirements:
To be admitted to a Certificate in Computing programme from a Senate recognised Form 7 or equivalent examination, a person shall have passed Mathematics with at least 50% in that examination.


Courses: CS111, CS112, IS121, MA111, MA161, UU114.

CERTIFICATE IN GEOSPATIAL SCIENCE

Programme Requirements: The Certificate in Geospatial Science comprises six courses.

Courses: Year I IS104, GS100, GS101
Year II GS201, GS211, GS200 or GS231

CERTIFICATE IN INFORMATION SYSTEMS

Programme Requirements: The Certificate in Information Systems comprises six courses.

Courses: IS121, IS122; plus one of MA101, MA102, MA111; plus ST130, UU114, IS222.

CERTIFICATE IN MATHEMATICS

Special Admission Requirements:
To be admitted to a Certificate in Mathematics programme from a Senate-recognised Form 7 or equivalent examination, a person shall have passed Mathematics with at least 50% in that examination.

Programme Requirements: The Certificate in Mathematics comprises six courses.

Courses: IS104, MA111, MA112; plus MA161 or ST131; plus MA211; plus one of MA221, MA262.
CERTIFICATE IN OCEAN RESOURCES MANAGEMENT

Programme Requirements: The Certificate in Ocean Resources Management comprises six courses.

Courses: EC102, plus MS111, MS101, plus MS200, plus two other MS courses.

CERTIFICATE IN SUSTAINABLE FISHERIES

Programme Requirements: The Certificate in Sustainable Fisheries comprises six courses.

Courses: BI108, EC102, MS111, MS101; plus any two 200-level MS courses.
DIPLOMA PROGRAMMES

DIPLOMA IN COMPUTING

Special Admissions Requirements
To be admitted to a Diploma in Computing programme from a Senate-recognised Form 7 or equivalent examination, a person shall have passed Mathematics with at least 50% in that examination.

Programme Requirements: The Diploma in Computing comprises twelve courses.

Courses: CS111, CS112, IS121, MA111, MA161, UU100, UU114, CS211, CS215, CS240, IS222; plus one course approved by the Dean or nominee.

DIPLOMA IN GEOSPATIAL SCIENCE

Programme Requirements: The Diploma in Geospatial Science comprises twelve courses.

Courses:

Year I UU100A, UU114, GS100, IS104, GS101; plus any one 100-level GE, ES or MS course.

Year II GS200, GS201, GS211, GS231

Year III GS301, GS302, GS311

DIPLOMA IN INFORMATION SYSTEMS

Special Admission Requirements
To be admitted to the Diploma in Information Systems programme from a Senate-recognised Form 7 or equivalent examination, a person shall have achieved 50% or equivalent in Mathematics in that examination.

Programme Requirements: The Diploma in Information Systems comprises twelve courses.

Courses: IS121, IS122; plus one of MA101, MA111; plus ST130, UU100, UU114, IS221, IS222, IS224; plus three other courses approved by the Dean or nominee.
DIPLOMA IN MATHEMATICS

Special Admission Requirements:
To be admitted to a Diploma in Mathematics programme from a Senate-recognised Form 7 or equivalent examination, a person shall have passed Mathematics with at least 50% in that examination.

Programme Requirements: The Diploma in Mathematics comprises twelve courses.

Courses: UU100, UU114, IS104, MA111, MA112; plus MA161 or ST131; plus MA211; plus one of MA221, MA262; plus four 100-level course approved by the Dean or nominee.

DIPLOMA IN OCEAN RESOURCES MANAGEMENT AND POLICY

Programme Requirements: The Diploma in Ocean Resources Management and Policy comprises twelve courses.

Courses: UU100, UU114, EC102, MS111, MS101, MS200, MS205, MS210, MS301, MS304; plus two of MG101, MS204, MS206, MS213, MS302, MS309, MS314.
BACHELOR’S DEGREE PROGRAMMES

BACHELOR OF ARTS MAJOR DISCIPLINES

The Bachelor of Arts is a three-year programme comprising twenty-four courses; of which eight courses are at 100-level, eight courses at 200-level, and eight courses at 300-level. The disciplines permitted as a major for the Bachelor of Arts degree in 2017 are:

Computing Science

Special Admission Requirements:
To be admitted to a Computing Science major in a BA programme, a person shall have:

a) achieved 50% or equivalent in Mathematics from a Senate-recognised form 7 or equivalent examination, or

b) completed USP Foundation Programme with at least C+ in the courses MAF11 and MAF12 and a pass in CSF12.

Programme Requirements:

Students are required to take UU100A - Information Literacy component of UU100 - Communications and Information Literacy course before progressing to 2nd year of studies. UU100A is a 5-week fully online course offered free of charge during the semesters and also through winter and summer schools.

Courses for a Single Major:
MA111, MA161, CS111, CS112, UU114, CS211, CS214; plus (IS222 or CS215 or CS218 or CS240); plus UU200, UU204, SC356; CS311; plus (CS310 or CS318 or CS341); plus (CS317 or CS324); plus IS314.

Courses for a Double Major:
MA111, MA161, CS111, CS112, UU114, CS211, CS214, plus (IS222 or CS215 or CS218 or CS240); plus UU200, UU204, SC356; CS311; plus (CS310 or CS318 or CS341); plus (CS317 or CS324).

Courses for a Minor:
CS111, CS112, CS211; plus one of: IS222, CS215, CS218, CS240; plus one of CS310, CS311, CS317, CS318, CS341.

Geography

Courses for a Single Major:
Not offered as a single major.

Courses for a Double Major:
Year I: UU100, UU114, GE101, GE102, GS100; plus three courses from 2nd major or electives
Year II: UU200, UU204, GE201 or GE205; plus two from GE202, GE203 or GE207; plus three courses from 2nd major
Year III: GE304; plus three from GE301, GE302, GE303, GE306, PD301; plus four courses from 2nd major

Courses for a Minor: Year I: GE101, GE102
Year II: Two GE or GS courses at 200-level
Year III: One GE or GS course at 300-level or PD301

Information Systems

Special Admission Requirements:
To be admitted to an Information Systems major from a Senate-recognised Form 7 or equivalent examination, a person shall have achieved 50% or equivalent in Mathematics in that examination.

Programme Requirements:
Students are required to take the UU100A - Information Literacy component of the UU100 – Communications and Information Literacy course before progressing to 2nd year of studies. UU100A is fully online and offered free of charge.

Courses for a Single Major: IS121, IS122, MA101, ST130, UU114, IS221, IS222, IS224, UU200, UU204, SC356, IS314, IS323, IS328, IS333.

Courses for a Double Major: IS121, IS122, ST130, UU114, IS221, IS222, IS224, UU200, UU204, SC356, IS323, IS333; plus (IS314 or IS328).

Courses for a Minor: IS121, IS122, IS222, IS323, IS333.

Mathematics

Courses for a Single Major: IS104, MA111, MA112, MA161, UU114, UU100, MA211, MA221, MA262, UU200, UU204, SC356, MA313, MA321, MA312, MA341.

Courses for a Double Major: IS104, MA111, MA112, UU114, UU100, MA211, MA221, MA262, UU200, UU204, SC356, MA313, MA321; plus at least one of: MA312, MA341.

Courses for a Minor: MA111, MA112, MA211, MA313; plus at least one of: MA312, MA341.
BACHELOR OF COMMERCE MAJOR DISCIPLINES

The Bachelor of Commerce is a three-year programme comprising twenty-four courses; of which eight courses are at 100-level, eight courses are at 200-level, and eight courses at 300-level.

The disciplines permitted as a major for the Bachelor of Commerce degree in 2017 are:

Information Systems

Special Admission Requirements:

To be admitted to an Information Systems major from a Senate-recognised Form 7 or equivalent examination, a person shall have achieved 50% or equivalent in Mathematics in that examination.

Programme Requirements:

Students are required to take UU100A - Information Literacy component of UU100 – Communications and Information Literacy course before progressing to 2nd year of studies. UU100A is fully online and offered free of charge.

Courses for a Single Major:

IS121, IS122, MA101, ST130, UU114, IS221, IS222, IS224, UU200, UU204, SC356, IS314, IS323, IS328, IS333.

Courses for a Double Major:

IS121, IS122, ST130, UU114, IS221, IS222, IS224, UU200, UU204, SC356, IS323, IS333; plus IS314 or IS328.

Courses for a Minor:

IS121, IS122, IS222; IS323, IS333.

BACHELOR OF SCIENCE MAJOR DISCIPLINES

The Bachelor of Science is a three-year programme comprising twenty-four courses; of which eight courses are at 100-level, eight courses at 200-level, and eight courses at 300-level. The disciplines permitted as a major or minor for the Bachelor of Science degree in 2017 are:

Biology

Courses for a Single Major:

BI102, BI108, CH105 (for non-Chemistry minors), UU100, UU114, BI205, BI206; plus at least two of: BI201, BI/MS202, BI207; plus UU200, UU204, SC356, plus at least four of: BI302, BI304, MS/BI305, MS/BI307, BI/MS308, BI309.

Courses for a Double Major:

BI102, BI108, CH105 (for non-Chemistry majors), UU100, UU114, BI205; plus at least two of: BI201, BI/MS202, BI206, BI207; plus UU200, UU204, SC356, plus at least three of: BI302, BI304, MS/BI305, MS/BI307, BI/MS308, BI309.

Courses for a Minor:

BI102, BI108, BI205; plus at least one 200-level BI course to a maximum of five courses.
Chemistry

Courses for a Single Major: CH101, CH102; plus PH106 and MA102 (for non-mathematics majors); plus UU100, UU114, CH201, CH203, CH204, UU200, UU204, SC356 plus CH301 and at least three of: CH303, CH306, CH311, CH312.

Courses for a Double Major: CH101, CH102; plus PH106 and MA102 (for non-mathematics majors); plus UU100, UU114, CH201, CH203, CH204, UU200, UU204, SC356 plus CH301 and at least two of: CH303, CH306, CH311, CH312.

Courses for a Minor: CH101, CH102, CH201, CH203, CH204.

Computing Science

Special Admission Requirements:
To be admitted to a Computing Science Major in a BSc programme, a person shall have
a) achieved 50% or equivalent in Mathematics from a Senate recognised form 7 or equivalent examination, or
b) completed USP Foundation Programme with at least C+ in the courses MAF11 and MAF12 and a pass in CSF12.

Programme Requirements: Students are required to take UU100A - Information Literacy component of UU100 - Communications and Information Literacy course before progressing to 2nd year of studies. UU100A is fully online and offered free of charge.

Courses for a Single Major: MA111, MA161, CS111, CS112, UU114, CS211, CS214; plus (IS222 or CS215 or CS218 or CS240); plus UU200, UU204, SC356, CS311; plus (CS310 or CS318 or CS341); plus (CS317 or CS324); plus IS314.

Courses for a Double Major: MA111, MA161, CS111, CS112, UU114, CS211, CS214, plus (IS222 or CS215 or CS218 or CS240); plus UU200, UU204, SC356, CS311; plus (CS310 or CS318 or CS341); plus (CS317 or CS324).

Courses for a Minor: CS111, CS112, CS211; plus one of: IS222, CS215, CS218, CS240; plus one of CS310, CS311, CS317, CS318, CS341.
Electrical/Electronic Engineering

Programme Requirements: Students are required to take UU100A - Information Literacy component of UU100 – Communications and Information Literacy course before progressing to 2nd year of studies. UU100A is fully online and offered free of charge.

Courses for a Single Major: Not offered as a single major.

Courses for a Double Major (only offered with Computing Science major):
MA111, UU114, EE102, MM101, MM103, UU200, UU204, plus three of (EE211, EE212, EE222, EE224, EE225), SC356 plus three of (EE301, EE312, EE313, EE314, EE321, EE323, EE325, EE326 and an Industrial Attachment of 10 weeks during summer vacation is compulsory.

Geography

Programme Requirements: Allowed as a double major for the Bachelor of Science only in combination with the following other major disciplines: Biology and Information Systems.

Courses for a Single Major: Not offered as a single major under the BSc programme.

Courses for a Double Major:
Year I: UU100, UU114, GE101, GS100, ES106; plus three courses from 2nd major

Year II: UU200, UU204, GE201, GE205; plus one from GE202, GE203, GE207, GS200, GS201 or GS211; plus three courses from 2nd major

Year III: SC356, GE301, GE306; plus up to two from GE302, GE303, GS301, EV301, EV302; plus up to four courses from 2nd major

Courses for a Minor: Not offered as a minor under the BSc programme.

Geospatial Science

Courses for a Double Major:
Year I: UU100A, UU114, IS104, GS100, GS101; plus four courses from 2nd major
Year II
UU200, UU204, GS201, GS211, GS231; plus three courses from 2nd major

Year III
SC356, GS301, GS302, GS311; plus four courses from 2nd major

Information Systems
Special Admission Requirements:
To be admitted to an Information Systems major from a Senate-recognised Form 7 or equivalent examination, a person shall have achieved 50% or equivalent in Mathematics in that examination.

Programme Requirements:
Students are required to take UU100A – Information Literacy component of UU100 – Communications and Information Literacy course before progressing to 2nd year of studies. UU100A is fully online and offered free of charge.

Courses for a Single Major:
IS121, IS122, MA101, ST130, UU114, IS221, IS222, IS224, UU200, UU204, SC356, IS314, IS323, IS328, IS333.

Courses for a Double Major:
IS121, IS122, ST130, MA101, UU114, IS221, IS222, IS224, UU200, UU204, SC356, IS323, IS333; plus IS314 or IS328.

Courses for a Minor:
IS121, IS122, IS222, IS323, IS333.

Mathematics
Courses for a Single Major:
IS104, MA111, MA112, MA116, UU114, UU100, MA211, MA221, MA262, UU200, UU204, MA313, MA321, SC356, MA312, MA341.

Courses for a Double Major:
IS104, MA111, MA112, UU114, UU100, MA211, MA221, MA262, UU200, UU204, SC356, MA313, MA321; plus one of MA312, MA341.

Courses for a Minor:
MA111, MA112, MA211, MA221; plus at least one of: MA312, MA341, MA313.

Physics
Courses for a Single Major:
PH101, PH102, CH105 (for non-Chemistry minors), MA112, UU100, UU114, PH202, PH204, PH206, UU200, UU204, SC356; plus PH301, PH302, PH304, PH306.
Courses for a Double Major: CH105 (for non-Chemistry majors), PH101, PH102, MA112, UU100, UU114; plus PH202, PH204, PH206; plus UU200, UU204, SC356; plus at least three of: PH301, PH302, PH304, PH306.

Courses for a Minor: PH101, PH102; plus two of: PH202, PH204, PH206; plus one of: PH301, PH302, PH304, PH306.
PRESCRIBED PROGRAMMES

BACHELOR OF ARTS – PRESCRIBED PROGRAMMES

The Bachelor of Arts - Prescribed Programme is a three-year programme comprising twenty-four courses; of which eight courses are at 100-level, eight courses at 200-level, and eight courses at 300-level. There is one interdisciplinary Bachelor of Arts programme that does not follow the usual programme requirements for major and minor disciplines but instead has a prescribed set of courses, across discipline boundaries.

BACHELOR OF ARTS (ENVIRONMENTAL MANAGEMENT)

Students must focus on one of the two pathways: the Environment and Management or the Environment and Society pathway.

*The Environment and Management pathway:*

Year I: UU100, UU114, GE101, GE102, GS100, BI103, EC100, MG101

Year II: UU200, UU204, EV201, MG214, LM216, plus GS200 or GS201 or GS211; plus two courses from GE201, GE202, GE203, GE207 or MS200

Year III: SC356, EV301, EV302, GE304, EC307; plus three courses from GE301, GE302, GE303, MS302 or MS306

*The Environment and Society pathway:*

Year I: UU100, UU114, GE101, GE102, GS100, EC100; plus two courses from PD101, TS106, TS107, SO100, SO110

Year II: UU200, UU204, EV201, GE203, GE207, LM216; plus GS200 or GS201 or GS211; plus one course from GE201, GE202, MS205, PD200, TS213 or SO201

Year III: SC356, EV301, EV302, GE304, EC307; plus three courses from GE301, GE303, MS301, MS302, PD303 or TS310

BACHELOR OF ARTS (MARINE MANAGEMENT)

Year I: UU100, UU114, MS101, MS111, EC102, GS100, MG101, ST130

Year II: UU200, UU204, EC203, MS200, MS205, MS204, MS206, MS210
Year III: SC356, MS301, MS302, MS304, MS309, MS310, MS315, plus one of EV301, EV302 or MS314

BACHELOR OF ENGINEERING

The Bachelor of Engineering degree is a four-year programme comprising thirty-two courses, eight at the 100-level, eight at 200-level, sixteen at 300-level plus an industrial attachment and workshop practice component.

There are two different Bachelor of Engineering (BE) programmes: Bachelor of Engineering (Electrical and Electronics) and Bachelor of Engineering (Mechanical). Both programmes have the same admission regulations and have prescribed sets of courses plus an industrial attachment and workshop practice component.

Special Admission Requirements:
To be admitted to a Bachelor of Engineering a person shall:

a) from a Senate-recognised Form 7 or equivalent examination, have passed English, Mathematics and Physics with 50% and either Chemistry or Technology, or

b) have met the mature student admission criteria.

Programme Requirements:
Students are required to take UU100A - Information Literacy component of UU100 - Communications and Information Literacy course before progressing to 2nd year of studies. UU100A is fully online and offered free of charge.

BACHELOR OF ENGINEERING (ELECTRICAL AND ELECTRONICS)

Courses:

Year I: PH102, MM101, UU114, MA111, EE102, MM103, CS111 and MA112

Year II: CS211, EE211, EE212, EE222, EE224, EE225, MA211, MA272; plus EN001 Industrial Work Experience (IWE)

Year III: EE301, EE312, EE313, EE314, EE321, EE323, EE325, EE326

Year IV: EE364, EE366, EE381, EE388, EE391, EE392, EE399; plus any two of EE361, EE362, EE363, PH302
BACHELOR OF ENGINEERING (MECHANICAL)

Courses:

Year I: PH102, MM101, UU114, MA111, EE102, MM103, CS111 and MA112

Year II: MA211, MA272, MM211, MM212, MM214, MM221, MM222, MM223, EN001 Industrial Work Experience (IWE)

Year III: MM311, MM312, MM315, MM301, MM321, MM322, MM323, MM324

Year IV: MM365, MM381, MM388, MM391, MM392, MM399 plus any two of MM361, MM362, MM363, MM366

PROFESSIONAL PROGRAMMES IN ICT

The Bachelor of Net-Centric Computing and Bachelor of Software Engineering degrees are four-year programmes comprising twenty-four courses, eight at 100-level, eight at 200-level, six at 300-level, followed by an additional year which consists of two 400-level courses and an industrial placement project.

Bachelor of Net-Centric Computing and Bachelor of Software Engineering are provisionally accredited by the Australian Computer Society. Graduates of these programmes will be eligible to become members of the Australian Computer Society and be granted the Certified Technologist (CT) post-nominal. They will be eligible to apply for recognition as Certified Professional (CP) after five years of suitable professional ICT experience.

Special Admission Requirements:

To be admitted to a Bachelor of Net-Centric Computing and Bachelor of Software Engineering a person shall:

a) from a Senate-recognised Form 7 or equivalent examination, have passed English and Mathematics; or

b) completed the USP Foundation Programme with at least C+ in courses MAF11, MAF12, a pass in CSF12, and at least C in LLF11.

Students must successfully complete the requirements of the first three years before proceeding to the 4th year of the BNC and BSE programmes.
BACHELOR OF NET-CENTRIC COMPUTING

Courses:

Year I: CS111, CS112, MA111, MA112, MA161, ST131, UU100, UU114
Year II: CS211, CS214, CS215, CS218, IS221, IS222, UU200, UU204 plus CS001 Foundations of Professional Practice.
Year III: CS310, CS311, CS317, CS318, IS323, IS333
Year IV: CS427 plus one of CS412 or CS424 or IS428; plus CS400 Industry Experience Project (IEP).

BACHELOR OF SOFTWARE ENGINEERING

Courses:

Year I: CS111, CS112, MA111, MA112, MA161, ST131, UU100, UU114
Year II: CS211, CS214, CS240, CS241, IS222, plus IS221 or IS224, UU200, UU204 plus CS001 Foundations of Professional Practice.
Year III: CS310, CS311, CS324, CS341, IS314, IS333
Year IV: CS415, CS424 plus CS400 Industry Experience Project (IEP).

BACHELOR OF SCIENCE – PRESCRIBED PROGRAMMES

The Bachelor of Science - Prescribed Programme is a three-year programme comprising twenty-four courses; eight courses at 100-level, eight courses at 200-level, and eight courses at 300-level.

There are two interdisciplinary Bachelor of Science programmes that do not follow the usual programme requirements for major and minor disciplines but instead have prescribed sets of courses, across discipline boundaries.
BACHELOR OF SCIENCE (ENVIRONMENTAL SCIENCE)

Students must focus on one of the two pathways: the Biology and Environment or the Earth and Environment pathway.

The Biology pathway

Year I: UU100, UU114, GE101, CH105, BI102, ES106, MA102, BI108

Year II: UU200, UU204, GE201, BI201, BI206, EV201, GS201, LM216 or GS211

Year III: SC356, GE304, EV301, EV302, BI304; plus three from GE301, GE306, GS301, MS305, MS306

The Earth Science pathway

Year I: UU100, UU114, ES106, GE101, PH106, CH101, BI103, MA102

Year II: UU200, UU204, ES203, MS211, EV201, CH204; plus GS200 or GS201; plus one of GE205, LM216 or GS211

Year III: SC356, ES301, ES302, ES303, GE306, CH312, EV301; plus one from GE304, EV302 or MS312

BACHELOR OF SCIENCE (MARINE SCIENCE)

Year I: UU100, UU114, MS101, MS111, BI108, CH101, ES106, ST130

Year II: UU200, UU204, BI/MS202, BI206, MS204, MS206, MS211, MS213

Year III: SC356, MS/Bi307, MS306, MS312, MS315, MS313; plus one of MS324 or MS314; plus one of BI/MS308, MS/Bi305, EV301
BACHELOR OF GEOSPATIAL SCIENCE - PRESCRIBED PROGRAMMES

The Bachelor of Geospatial Science is a three-year programme comprising of twenty-four courses, eight at 100-level, eight at 200 level and eight at 300-level. Students must focus on one of the two pathways: Geospatial Analyst or Geospatial Developer pathway.

Geospatial Analyst pathway:

Year I: UU100*, UU114, GS100, GS101, IS104, ST130, LM113; plus two 100-level courses from GE, ES, MS

Year II: UU200, UU204, GS200, GS201, GS211, GS231, plus two 200-level courses from GE, ES, EV, MS

Year III: SC356, GS301, GS302, GS311, GS350; plus three 300-level courses from GE, ES, EV, MS

Geospatial Developer pathway:

Year I: UU100*, UU114, GS100, GS101, IS104, ST130, LM113; plus two 100-level courses from GE, ES, MS

Year II: UU200, UU204, GS200, GS201, GS211, GS231, IS222, IS224.

Year III: SC356, GS301, GS302, GS311, GS350, IS323, IS328, IS333.

NOTE: * UU100A is a 5 week course offered online both semesters
POSTGRADUATE PROGRAMMES

POSTGRADUATE DIPLOMAS

The Postgraduate Diploma programme comprises four courses. The courses on Research Projects (e.g. BI420, CH420) allowed under special conditions would be counted towards the respective Postgraduate Diploma programme.

POSTGRADUATE DIPLOMA IN ARTS (LEVEL 7)

Environmental Management:

Courses: GE403, GE402, GE409; plus one from GE404, EV402 or EV420

Geography:

Courses: GE403; plus three from GE402, GE404, GE407, GE409 or GE420

Marine Management:

Courses: MS441, MS442, SC400 or any other Research Methods course; plus any other 400-level course approved by Senate or its delegate.

POSTGRADUATE DIPLOMA IN INFORMATION TECHNOLOGY (LEVEL 7)

Computing Science:

Courses: CS412, CS415, CS424, CS427.

Information Systems:

Courses: Any four from IS413, IS414, IS421, IS428, IS431, IS432, IS433, IS434.

POSTGRADUATE DIPLOMA IN SCIENCE (LEVEL 7)

Biology:

Courses: SC400 plus at least two BI400 level courses and any other 400-level course from FSTE as approved by the HOS or nominee

Chemistry:

Courses: SC400 plus at least two CH400 level courses and any other 400-level course from FSTE as approved by the HOS or nominee
Environmental Geoscience:

Courses: SC400, ES406; plus two from GE407, GE409, EV405 or EV420

Marine Science:

Courses: SC400, MS411, one other MS400-level course and any other one 400-level science course from FSTE.

Mathematics:

Courses: SC400 plus any three of: MA411, MA416, MA441, MA443, ST403

Physics:

Courses: SC400 plus three from PH407, PH414, PH416, PH402, PH421
MASTER’S DEGREE PROGRAMMES

MASTER OF ARTS IN ENVIRONMENTAL MANAGEMENT
The Master’s programme consists of a thesis or two postgraduate courses plus a Supervised Research Project.

MASTER OF ARTS IN GEOGRAPHY
The Master’s programme consists of a thesis or two postgraduate courses plus a Supervised Research Project.

MASTER OF ARTS IN MARINE MANAGEMENT
The Master’s programme consists of a thesis or two postgraduate courses plus a Supervised Research Project.

MASTER OF ARTS IN MATHEMATICS
The Master’s programme consists of a thesis or two postgraduate courses plus a Supervised Research Project.

MASTER OF SCIENCE IN BIOLOGY
The Master’s programme consists of a thesis or two postgraduate courses plus a Supervised Research Project.

MASTER OF SCIENCE IN CHEMISTRY
The Master’s programme consists of a thesis or two postgraduate courses plus a Supervised Research Project.

MASTER OF SCIENCE IN COMPUTING SCIENCE
The Master’s programme consists of a thesis or two postgraduate courses plus a Supervised Research Project.
In addition to the Senate approved requirements for the degree of Master’s, a person who has completed Bachelor of Net-Centric Computing or Bachelor of Software Engineering with a GPA of 3.0 is eligible for direct entry in the Master’s programme.

MASTER OF SCIENCE IN EARTH SCIENCE
The Master’s programme consists of a thesis or two postgraduate courses plus a Supervised Research Project.

MASTER OF SCIENCE IN ENGINEERING
The Master’s programme consists of a thesis.
In addition to the Senate approved requirements for the degree of Master’s, a person who has completed Bachelor of Engineering with a GPA of 3.0 is eligible for direct entry in the Master’s programme by thesis. A person who has completed Bachelor of Technology with a GPA of 3.0 must first complete four 4th year engineering courses (selected by the school) to be eligible for entry in the Master’s programme by thesis.
MASTER OF SCIENCE IN ENVIRONMENTAL SCIENCE
The Master’s programme consists of a thesis or two postgraduate courses plus a Supervised Research Project.

MASTER OF SCIENCE IN INFORMATION SYSTEMS
Programme Requirements:
The Master’s programme consists of four PG courses and a thesis; or six PG courses and a Supervised Research Project.
Courses:
Four PG courses (SC400; plus 3 x IS400-level courses) and a thesis; or
Six PG courses (SC400, IS431; plus four IS400-level courses) and a Supervised Research Project.

MASTER OF SCIENCE IN MARINE SCIENCE
The Master’s programme consists of a thesis or two postgraduate courses plus a Supervised Research Project.

MASTER OF SCIENCE IN MATHEMATICS
The Master’s programme consists of a thesis or two postgraduate courses plus a Supervised Research Project.

MASTER OF SCIENCE IN PHYSICS
The Master’s programme consists of a thesis or two postgraduate courses plus a Supervised Research Project.
PROFESSIONAL MASTER'S PROGRAMMES

These programmes cannot be used to enrol into PhD programmes.

MASTER OF COMPUTING AND INFORMATION SYSTEMS

_Courses:_ CS412, CS415, CS424, CS427, IS413, IS421, IS428, IS434.

MASTER OF INFORMATION SYSTEMS

_Programme Requirements:_ The Master's of Information Systems programme consists of eight courses.

_Courses:_ IS413, IS414, IS421, IS428, IS431, IS432, IS433, IS434.

MASTER OF SCIENCE IN SUSTAINABLE DEVELOPMENT IN SMALL ISLAND STATES

This Master’s programme, is offered in partnership with the University of Malta, University of Mauritius, University of the West Indies, University of the Virgin Islands, University of Las Palmas de Gran Canaria and the University of Seychelles. It will consist of 90 European Credit Transfer System (ECTS) or their equivalent, of which 30 ECTS will be assigned to a research component and dissertation. At least 50% of the content of the Master’s degree will be offered by the Home University, based on its quality control methods, and the remaining percentage of study units will be offered by the other members of the consortium who will use their own quality control methods.

_Entry Requirements:_ Admission requirements will be based on the USP Master's entry requirements.

(Details on this programme are available on "http://www.ucsis.ac" www.ucsis.ac)
DOCTOR OF PHILOSOPHY

The Faculty of Science, Technology and Environment offers a Doctor of Philosophy (PhD) in most disciplines taught at postgraduate level in the Faculty. Students interested in progressing from a master’s programme to doctoral studies are advised to contact the Faculty Dean. The Admission and Programme Regulations governing the Doctor of Philosophy appear in page 112 of this publication.
COURSE IDENTIFICATION SYSTEM

COURSE CODES
Preliminary, foundation, and some certificate courses have a three-letter + two-number code. In these codes, the third letter represents the programme level. For example, GEP02 is a preliminary course, GEF02 is a foundation course. Degree-level undergraduate courses and postgraduate courses have a two-letter + three-number code. For example, AG350 is a degree course.

COURSE CODE LETTERS
All USP courses are identified by a two- or three-letter prefix. These code letters represent a focused area of study (such as BI for biology, ED for education, or SO for sociology). A list of all study area prefixes and the section of the university that teaches them appears below.

COURSE CODE NUMBERS
Preliminary, foundation, certificate, diploma and Continuing and Community Education course codes contain a two-digit number, while other course codes contain a three-digit number. The first of the three digits reflects the ‘level’ of the course. First year courses of a degree programme open with a ‘1’ and are referred to as 100-level courses, second year courses have a ‘2’ and are known as 200-level courses, and third year courses have a ‘3’, called 300-level courses. Taught courses for a Postgraduate Certificate or Diploma or a Master’s degree are 400-level courses. At the postgraduate level, a supervised research project has a 600 code, a master’s thesis has a 700 code and a PhD thesis has an 800 code.

<table>
<thead>
<tr>
<th>PREFIX</th>
<th>DISCIPLINE</th>
<th>OFFERED BY</th>
</tr>
</thead>
<tbody>
<tr>
<td>AF</td>
<td>Accounting</td>
<td>Faculty of Business and Economics</td>
</tr>
<tr>
<td>AG</td>
<td>Agriculture</td>
<td>Faculty of Business and Economics</td>
</tr>
<tr>
<td>AL</td>
<td>Research Methodology</td>
<td>Faculty of Arts, Law and Education</td>
</tr>
<tr>
<td>BF</td>
<td>Banking</td>
<td>Faculty of Business and Economics</td>
</tr>
<tr>
<td>BI</td>
<td>Biology</td>
<td>Faculty of Science, Technology and Environment</td>
</tr>
<tr>
<td>CE</td>
<td>Continuing Education</td>
<td>Pacific Technical and Further Education (Pacific TAFE)</td>
</tr>
<tr>
<td>CH</td>
<td>Chemistry</td>
<td>Faculty of Science, Technology and Environment</td>
</tr>
<tr>
<td>CS</td>
<td>Computing Science</td>
<td>Faculty of Science, Technology and Environment</td>
</tr>
<tr>
<td>DG</td>
<td>Development/Governance</td>
<td>Faculty of Business and Economics</td>
</tr>
<tr>
<td>EC</td>
<td>Economics</td>
<td>Faculty of Business and Economics</td>
</tr>
<tr>
<td>ED</td>
<td>Education</td>
<td>Faculty of Arts, Law and Education</td>
</tr>
<tr>
<td>Course Code</td>
<td>Course Name</td>
<td>Faculty</td>
</tr>
<tr>
<td>-------------</td>
<td>-------------------------------------------------</td>
<td>--------------------------------------------</td>
</tr>
<tr>
<td>EE</td>
<td>Electrical/Electronic Engineering</td>
<td>Faculty of Science, Technology and Environment</td>
</tr>
<tr>
<td>EL</td>
<td>English Language</td>
<td>Faculty of Arts, Law and Education</td>
</tr>
<tr>
<td>EM/EV</td>
<td>Environmental Science</td>
<td>Faculty of Science, Technology and Environment</td>
</tr>
<tr>
<td>ES</td>
<td>Earth Science</td>
<td>Faculty of Science, Technology and Environment</td>
</tr>
<tr>
<td>FM</td>
<td>Finance</td>
<td>Faculty of Business and Economics</td>
</tr>
<tr>
<td>FT</td>
<td>Food and Textiles</td>
<td>Faculty of Science, Technology and Environment</td>
</tr>
<tr>
<td>GE</td>
<td>Geography</td>
<td>Faculty of Science, Technology and Environment</td>
</tr>
<tr>
<td>GN</td>
<td>Gender Studies</td>
<td>Faculty of Arts, Law and Education</td>
</tr>
<tr>
<td>GS</td>
<td>Geospatial Science</td>
<td>Faculty of Science, Technology and Environment</td>
</tr>
<tr>
<td>HY</td>
<td>History</td>
<td>Faculty of Arts, Law and Education</td>
</tr>
<tr>
<td>IS</td>
<td>Information Systems</td>
<td>Faculty of Science, Technology and Environment</td>
</tr>
<tr>
<td>JN</td>
<td>Journalism</td>
<td>Faculty of Arts, Law and Education</td>
</tr>
<tr>
<td>LL</td>
<td>Literature and Language</td>
<td>Faculty of Arts, Law and Education</td>
</tr>
<tr>
<td>LM</td>
<td>Land Management</td>
<td>Faculty of Business and Economics</td>
</tr>
<tr>
<td>LS</td>
<td>Library Studies</td>
<td>Faculty of Arts, Law and Education</td>
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<td>LW</td>
<td>Law</td>
<td>Faculty of Arts, Law and Education</td>
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<tr>
<td>MA</td>
<td>Mathematics</td>
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<tr>
<td>MBA</td>
<td>Master of Business Administration</td>
<td>Faculty of Business and Economics</td>
</tr>
<tr>
<td>MG</td>
<td>Management and Public Administration</td>
<td>Faculty of Business and Economics</td>
</tr>
<tr>
<td>MM</td>
<td>Mechanical/Manufacturing Engineering</td>
<td>Faculty of Science, Technology and Environment</td>
</tr>
<tr>
<td>MS</td>
<td>Marine Studies</td>
<td>Faculty of Science, Technology and Environment</td>
</tr>
<tr>
<td>OS</td>
<td>Official Statistics</td>
<td>School of Economics</td>
</tr>
<tr>
<td>PA</td>
<td>Pacific Studies</td>
<td>Faculty of Arts, Law and Education</td>
</tr>
<tr>
<td>PC</td>
<td>Pacific Centre</td>
<td>Pacific Centre for Environment and Sustainable Development (PaCE-SD)</td>
</tr>
<tr>
<td>PD</td>
<td>Population and Demography</td>
<td>Faculty of Business and Economics</td>
</tr>
<tr>
<td>Code</td>
<td>Subject</td>
<td>Faculty</td>
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<td>------</td>
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</tr>
<tr>
<td>PH</td>
<td>Physics</td>
<td>Faculty of Science, Technology and Environment</td>
</tr>
<tr>
<td>PL</td>
<td>Politics</td>
<td>Faculty of Business and Economics</td>
</tr>
<tr>
<td>PP</td>
<td>Pacific Policing</td>
<td>Faculty of Arts, Law and Education</td>
</tr>
<tr>
<td>PS</td>
<td>Psychology</td>
<td>Faculty of Arts, Law and Education</td>
</tr>
<tr>
<td>SO</td>
<td>Sociology</td>
<td>Faculty of Arts, Law and Education</td>
</tr>
<tr>
<td>ST</td>
<td>Statistics</td>
<td>Faculty of Science, Technology and Environment</td>
</tr>
<tr>
<td>SW</td>
<td>Social Work</td>
<td>Faculty of Arts, Law and Education</td>
</tr>
<tr>
<td>TE</td>
<td>Technology</td>
<td>Faculty of Arts, Law and Education</td>
</tr>
<tr>
<td>TS</td>
<td>Tourism Studies</td>
<td>Faculty of Business and Economics</td>
</tr>
<tr>
<td>UU</td>
<td>Interdisciplinary</td>
<td>University</td>
</tr>
</tbody>
</table>

**COURSE DESCRIPTIONS**

Within the course descriptions section the courses appear in strict course code order under the faculty or sections in which they are taught.

**Modes of delivery**

The following codes provide the official modes of course delivery at the University of the South Pacific (USP).

- **F** = Courses offered in the face-to-face mode
- **P** = Courses offered in the print mode
- **B** = Courses offered in the blended mode
- **O** = Courses offered in the online mode

In today’s dynamic learning environment, while the above modes have specific definitions, it must also be remembered that there may be overlapping features across the four different modes. For example, a face-to-face course may also have selected online and multimedia components. Similarly, print and blended courses may also have some face-to-face tutorials, either delivered by tutors or lecturers at the regional campuses or through audio and video conferences. Furthermore, there may also be selected online and multimedia components. Distance and flexible learning students may be enrolled in any of the following three modes: **P**, **B** or **O**. Flexi-schools are also conducted throughout the region.

The Faculties determine the mode in which a course is delivered and then the information is published in the annual *Handbook and Calendar*. Moreover, the Faculties also determine the annual flexi-school schedules. Flexi-schools include summer and winter schools that are conducted throughout the year. The Faculty in which the flexi-school course is taught will supply the necessary information.

The information included below provides a detailed explanation of the modes of delivery in the USP context.
Face-to-face (F)

Face-to-face courses are those offered with up to two hours of lectures per week and face-to-face tutorials during the semester of offer; these courses may include the following:

- Moodle (1-29%); and
- other forms of learning technologies, for example, mLearning.

Print (P)

Courses offered in the print mode do not offer weekly lectures and face-to-face tutorials during the semester of offer. Print courses are those offered through Distance and Flexible Learning and where the learning materials are provided in a combination of the following course components:

- Introduction and Assignments book;
- Course book(s)
- Course or Study Guide (book)
- Any other printed materials that are developed by a course writer or subject specialist and the Course Design and Development (CDD-CFDL) team.

Some courses have regional tutors, in which case, there may be face-to-face tutorials at the regional campuses. However, this is not generally the case. The majority of print courses have videoconference tutorials conducted through REACT.

- offer satellite tutorials (REACT)
- may have a regional tutor (in which case, there may be some face to face tutorials)
- have a Moodle presence (1-29%)
- may have other forms of learning technologies, for example, mLearning
- may have selected multimedia, for example, DVD, CDs, etc.

Blended (B)

A blended course is one that blends online and face-to-face delivery. Sometimes blended courses are referred to as hybrid courses. Furthermore, a blended course is one where a substantial proportion of the content, that is, 30-79%, is delivered online, typically uses online discussions, and typically has some face-to-face interaction between student and lecturer or tutor. Blended courses may also have a (print) Course guide or Study guide and can be offered to both Face-to-face- and Distance and Flexible Learning students.

Online (O)

An online course is one where most or all of the content is delivered online and typically has no face-to-face meetings, that is, 80+% is offered in the online mode. All multimedia components of the course will be included in the Learning Management System (LMS) used by the course provider. Moodle is USP’s selected LMS.
Location
A  offered at Alafua Campus, Apia, Samoa
CI  offered at Cook Islands Campus
E  offered at Emalus Campus, Port Vila, Vanuatu
K  offered at Kiribati Campus
LAB offered at Labasa Campus, Labasa, Fiji
L  offered at Laucala Campus, Suva, Fiji
LTK offered at Lautoka Campus, Lautoka, Fiji
NA offered at Nauru Campus
NI  offered at Niue Campus
RMI offered at Republic of Marshall Islands Campus
SI  offered at Solomon Islands Campus
TOK offered at Tokelau Campus
TON offered at Tonga Campus
TU  offered at Tuvalu Campus
C  offered through all USP campuses
C* offered through all USP campuses except Laucala
C** offered through all USP campuses except Emalus
C*** offered through all USP campuses except Laucala & Emalus

An example of an entry in course prescriptions chapter is explained below.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>JN203</td>
<td><strong>Television Journalism</strong></td>
</tr>
</tbody>
</table>

**Prerequisites:** JN101 and JN103  
**Semester 1:** Not offered  
**Semester 2:** F at L

The course distinguishes the process involved in writing for television as distinct from other media. It puts stress on teaching visual language skills. Workshops will include video scripting, camera techniques, sound and lighting, location issues, editing with Final Cut Pro, and producing TV news, news features, and documentaries. The focus of the course is journalistic as well as technical. Lecture topics will include the history and development of television/cinema in the Pacific and internationally.

**Explanation**

This course has a course code of JN203, the JN prefix meaning it is a Journalism course, and the first digit of the three-number suffix indicating it is a 200-level (a second-year course). In Semester 1, it is Not Offered. In Semester 2, it is offered Face-to-Face (F) at the Laucala Campus (L).

The prerequisite for the course is JN101 and JN103. This means a student must have already passed the course JN101 and JN103 before being permitted to register for JN203. The material in JN101 and JN103 is an essential foundation for understanding JN203.
COURSE DESCRIPTIONS FOR COMPULSORY UNIVERSITY COURSES

All students admitted to an undergraduate Bachelor Degree Programme are required to complete these four University courses.

UU100 Communications & Information Literacy

Prerequisites: None
Semester 1: B at L and O at C  
Semester 2: B at L and O at C

UU100 is one of the four compulsory generic courses being offered by USP and is to be taken in the first year of full-time study and before enrolling in 200 and 300-level courses. The aim of this course is to ensure that all incoming students develop knowledge and competence in the use of computers and information resources. The course covers fundamental concepts of computers and their applications and addresses the broader imperative for students to develop the capacity to effectively locate, access, evaluate and use information effectively.

UU100A is the Information Literacy component of UU100 and is required to be taken by students majoring in CS or IS and students enrolled in the BE programme. Students are required to complete UU100A before progressing to second year of studies. It is fully online and offered free of charge.

UU114 English for Academic Purposes

Prerequisites: None
Semester 1: F at L and O & P at C  
Semester 2: F at L and O & P at C

By the end of this course students will be expected to have achieved a proficiency in academic writing, reading and speaking sufficient to support their language needs in courses in the humanities, social sciences or sciences and in future professional tasks. The course is designed with sufficient flexibility to cater for the practical language requirements of students studying in all of the above areas. UU114 is one of the core courses for undergraduate students admitted to studies from 2010 and is to be taken in the first year of full-time study and before enrolling in 200-and 300-level courses.

UU200 Ethics & Governance

Prerequisites: UU100 and LL114 or UU114
Semester 1: F & B at L and B & O at C  
Semester 2: F & B at L and B & O at C

This generic course offers an exploratory and interdisciplinary insight into ethics and the ethics of governance. It introduces students to ethical theories and philosophies (in terms of virtues, consequences and duties) and links these to structures of governance, in particular, self, political, corporate, and global governance. The theoretical framework is then used to delve into the fascinating and controversial field of ‘applied ethics’, ranging through the law, corporate and workplace ethics, social justice issues and controversial ethical dilemmas. Students will be encouraged to think critically, develop self-awareness and make responsible ethical decisions in personal, professional and applied contexts.

KEY TO CAMPUS CODES
A = Alafua, CI = Cook Islands, E = Emalus, K = Kiribati, LAB = Labasa, L = Laucala, LTK = Lautoka, NA = Nauru, NI = Niue, RMI = Republic Marshall Islands, SI = Solomon Islands, TOK = Tokelau, TON = Tonga, TU = Tuvalu
UU204  Pacific Worlds

Prerequisites: UU100 and UU114 or LL114  
Semester 1: O at C   
Semester 2: O at C

In this course you will be introduced to the places, histories, cultures, arts and politics of Oceania. Our interdisciplinary approach weaves together first-hand information from people of the area, supplemented with historical writings, contemporary documents and visual representations as they relate to the region. To draw upon such a range of diverse knowledges requires a navigational concept and in this class we engage the model of the waka or canoe to steer our course through five thematic areas of learning and knowing.

UNIVERSITY SCREENING COURSES

EL001  English Language Skills

Prerequisites: None  
Semester 1: F at L   
Semester 2: P at C

The broad aim of the course is to enable first year students to improve their English language proficiency in listening, speaking, reading and writing skills, in the context of their fields of study. Students will participate in a variety of interactive language learning tasks, practising the targeted skills and receiving feedback and guidance from teachers. By the end of the course, students will be able to produce and understand both spoken and written English more accurately, fluently and appropriately.

Topics

Listening skills: - follow spoken instructions - understand lectures accurately - take useful notes from lectures . Speaking skills: - speak clearly in tutorials and seminars - prepare and deliver a tutorial presentation - incorporate visuals in presentations. Reading skills: - read more efficiently - use strategies to understand books and journal articles - understand how ideas are linked together - make useful notes while reading - read critically. Writing skills: - use grammar and vocabulary more accurately - proof-read and edit drafts - organise and link ideas logically - write clear, unified texts that are easy for readers to understand - summarise texts accurately, analyse and write accurate data commentaries.
COURSE DESCRIPTIONS

FACULTY OF ARTS, LAW AND EDUCATION

Note: UU100 and UU114 must be passed, in addition to prerequisite requirements, before students progress to the 200-level courses. UU200 and UU204 must be passed, in addition to prerequisite requirements, before students progress to the 300-level courses. Only approved programmes may be exempt from this requirement.

AL400  Research Methodologies in the Humanities & Social Sciences

Prerequisites: PGDip admission

Semester 1: B at C  Semester 2: O at C

This mandatory entry level postgraduate diploma course in the Faculty of Arts, Law and Education provides students with a blended generic and discipline-based training in research design and methodologies. It is a prerequisite course for students undertaking independent research at the postgraduate level in the humanities and social sciences and related discipline areas. The course delivers training in a range of generic transferable research skills, linking them to relevant research, pedagogical, epistemological and scholarship issues at the discipline level.

ED100  Social Science for Teachers

Prerequisites: None

Semester 1: Not offered  Semester 2: Not offered

This course serves as an introduction to the basic concepts of the social sciences and will help prepare students teach social studies at primary and early secondary levels. The course uses a problem-solving approach in both content organisation and pedagogy, and the 'problems' identified for study will be derived from three major themes - Economy, Environment, and Society - underpinned by Culture. Knowledge and skills necessary for addressing selected problem situations will be sourced from the Social Sciences and Humanities, as well as Pacific Knowledge Systems, as appropriate. Students will be expected to develop skills in problem-solving and decision making.

ED103  Understanding Children & Childhood

Prerequisites: None

Semester 1: Not offered  Semester 2: O at C

This course is designed to prepare students to understand and appreciate the changing perspectives of children and childhood from medieval to the contemporary time and in varying socio-cultural contexts. It also assists students understand their responsibility as Early Childhood Education and Care educators in regards to the impact of these changes on ECEC philosophies and practices. The course also provides relevant knowledge and skills to effectively respond to young children’s behavior in early childhood education and care settings. This course has 5-10 settings of embedded professional practice in an early childhood education and care setting and in the early years mainstream schools.
ED115  Numeracy Education for Teachers

Prerequisites: None
Semester 1: Not offered  Semester 2: Not offered

One of the aims of school mathematics is to develop students’ number sense, which concerns a level of comfortableness and familiarity with numbers. Number sense and flexible thinking about numbers are critical for meaningful and efficient mathematical computations. This course aims to create consciousness of these traits in teachers. It will help them to develop activities and strategies that build upon and promote number sense, and the ability to work flexibly with numbers. Developing teaching strategies that capitalise on the number knowledge that students bring to the learning situation and providing further activities in classifying, patterning and subitising will be important tasks. The course lays an important foundation for working with and teaching mathematics.

ED116  Science for Primary School Teachers

Prerequisites: None
Semester 1: Not offered  Semester 2: Not offered

The main focus of this course is on developing primary school teachers’ science content knowledge so that they can include science in their pupils’ work and also promote it through any curricular areas at the primary level. Specifically, this course aims at further developing teachers’ understanding of the following fundamental science concepts: 1. Particle theory of matter; 2. Changes: chemical and physical; 3. The cell, variation and classification; 4. Food, environment and human health; 5. Waves: light and sound; 6. Energy and forces; 7. Electricity and magnetism. Teachers who enrol in this course will learn about how to use inquiry strategies to understand these concepts.

ED150  Introduction to Teaching

Prerequisites: None
Semester 1: Not offered  Semester 2: Not offered

This is the first course in the Certificate in Teaching programmes. It will introduce beginning teachers to key ideas in teaching and learning. Beginning with teaching, the ideas will include the reasons for becoming a teacher, the role of a teacher, the aims of the schools, good teachers and the importance of being a reflective teacher. Questions such as: What makes a good teacher will invite discussion, reflection and assessment. Attention will also be given to different perceptions of learning as well as the categories of learning. Linking the teacher and student as well as teaching will be important. Activities will point towards the development of objectives and lesson planning in preparation for microteaching sessions.

ED152  Human Development: A Lifespan Approach

Prerequisites: None
Semester 1: O at C  Semester 2: Not offered

This is a common core course for all teacher education undergraduate programmes. The course introduces students to the scientific study of human development across the lifespan. The content will focus on biological processes and underlying cognitive and emotional development from conception to old age. Developmental issues for individuals with special needs and disabilities are also included in this course.
ED152FR  Le développement humain—Une approche sur toute une vie

Prérequis: Aucun
Semester 1: O at E  Semester 2: Not offered

Ce cours fait partie du tronc commun pour tous les programmes en sciences de l’éducation. Le cours représente une introduction à l’étude scientifique du développement humain au long de la vie. Le contenu est centré sur les processus sociaux, cognitifs et biologiques qui sont à la base du développement cognitif et émotionnel des individus, de la conception jusqu’à la vieillesse. Le cours prend aussi en considération les défis du développement des personnes handicapées ou à besoins spécifiques.

ED153  Education & Society

Prerequisites: Form 7 or Foundation or Year I of BA/GCED, BSc/GCED.
Semester 1: O at C  Semester 2: Not offered

This is a common core course for all teacher education undergraduate programmes. The principal aim of this course is to establish a foundation by introducing students to a wider understanding of issues related to education, schooling and the society we live in. In the Pacific, education in the form of schooling has influenced the lives of people, thus the focus of the course is on issues that have a marked effect on society. As a common core course, ED153 Education and Society will be taken by all teacher trainees and is useful for those who intend to work in Pacific schools and educational contexts. The course provides the necessary background knowledge to understand the region and its peoples, their beliefs and traditions, and the way they learn in society.

ED153FR  Education et société

Prérequis: Certificat de la 13e année ou être inscrit(e) en première année de licence BA/GCED, BSc/GCED
Semester 1: O at E  Semester 2: Not offered

Ce cours fait partie du tronc commun pour tous les programmes en sciences de l’éducation. L’objectif principal du cours est de fournir aux étudiants les notions de base pour une meilleure compréhension des problématiques qui relient l’éducation, l’école et la société actuelle. Dans le Pacifique, l’introduction de l’éducation scolaire a influencé la vie de tous les jours et le cours se concentre donc sur l’impact de l’éducation sur la société. Faisant partie du tronc commun, le cours est obligatoire pour tous les enseignants stagiaires et il est utile pour ceux qui ont l’intention de travailler dans les écoles du Pacifique et dans des milieux d’enseignement. Le cours couvre les connaissances nécessaires pour comprendre la région et ses habitants, leurs croyances et leurs coutumes et la façon dont ils apprennent en société.

ED154  Introduction to Assessment & Evaluation

Prerequisites: Basic statistics
Semester 1: Not offered  Semester 2: P at C

This is an introductory course in educational assessment. It introduces students to assessment, its purposes and roles. Students will have the opportunities to: (1) explore the purposes of assessing student performance, (2) develop and evaluate learning objectives, (3) plan for formative and summative assessment tasks, (4) develop various assessing tools and techniques, (5) interpret assessment data and (6) investigate Pacific ways of doing assessment.
<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Prerequisites</th>
<th>Semester 1</th>
<th>Semester 2</th>
</tr>
</thead>
<tbody>
<tr>
<td>ED158</td>
<td>Introduction to Non-Formal Education</td>
<td>None</td>
<td>O at C</td>
<td>Not offered</td>
</tr>
<tr>
<td>ED170</td>
<td>English Language for Teachers</td>
<td>UU114</td>
<td>B at C</td>
<td>Not offered</td>
</tr>
<tr>
<td>ED183</td>
<td>Swimming &amp; Aquatic Safety</td>
<td>None</td>
<td>F at L</td>
<td>Not offered</td>
</tr>
<tr>
<td>ED184</td>
<td>Physical Education &amp; Leisure Education I</td>
<td>None</td>
<td>F at L</td>
<td>Not offered</td>
</tr>
<tr>
<td>ED191</td>
<td>Educational Decision-Making &amp; Problem-Solving</td>
<td>At least two years’ experience</td>
<td>O at C</td>
<td>Not offered</td>
</tr>
<tr>
<td>ED192</td>
<td>Educational Project Planning</td>
<td>None</td>
<td>Not offered</td>
<td>B at C</td>
</tr>
</tbody>
</table>

This course enables students to develop an ideological base for non-formal education practices. It also examines terms and concepts in relation to current programmes in non-formal education in the South Pacific and the decision-making process of government and non-government organisations.

This introductory course will help teachers become more aware of language, what it is, and how it works in society. This language awareness should dispel some of the myths about language that hinder effective teaching and learning. It looks at social and cultural patterns of language. It also introduces teacher trainees and untrained teachers to teaching strategies for reading, writing, listening and speaking so that they are aware of the important skills needed for teaching in these key areas of language learning.

This course promotes safe participation in water activities through education. It covers swimming strokes, basic water safety skills, and peer teaching.

This course seeks to integrate components of physical education, games teaching, outdoor and leisure education. It offers practical activities and draws theoretical insights from teaching games for understanding, pedagogy, and outdoor education.

This introductory course in educational leadership and change examines decision making and problem solving at system and school levels in developing countries.

This introductory course in educational planning examines the formulation, appraisal, implementation, monitoring and evaluation of educational projects, programmes and plans.
<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
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</thead>
<tbody>
<tr>
<td>ED204</td>
<td>Social Competence &amp; Emotional Health in Young Children</td>
</tr>
</tbody>
</table>

**Prerequisites:** ED103

**Semester 1:** Not offered  
**Semester 2:** O at C

This course discusses important aspects of young children’s growth and development in terms of healthy social and emotional wellbeing. It provides in-depth knowledge, understanding and skills for those professionals working in children’s services so they are able to support children to achieve the recognizable milestones needed and also able to offer psycho-social support in times of emergencies. This course has 5-10 days of embedded professional practice in an early childhood and care setting and in the early years mainstream schools.

<table>
<thead>
<tr>
<th>ED205</th>
<th>Programme Planning and Curriculum Integration in Early Childhood &amp; Care</th>
</tr>
</thead>
</table>

**Prerequisites:** ED103

**Semester 1:** O at C  
**Semester 2:** Not offered

This course examines the importance of the programme planning including the theory and practice of curriculum and curriculum integration in ECE. Planning will focus on integrating curriculum using the inquiry-based approach to enhance young children’s learning. Students will learn the suitability of a theme, propose suitable topics, anticipate the needs of children involved, plan for first-hand experience, support children's investigation and representations, and document and evaluate the learning that is occurring. This course includes 20 days of embedded professional experience with 3-8 year olds within early childhood centres and in the early years of schools.

<table>
<thead>
<tr>
<th>ED206</th>
<th>Creative Arts in Early Childhood &amp; Care</th>
</tr>
</thead>
</table>

**Prerequisites:** ED103

**Semester 1:** O at C  
**Semester 2:** Not offered

This course examines the importance of creative arts in the learning development of young children particularly in the cognitive, psychomotor and affective domains. Creative arts in the form of arts, crafts, drama, music and movement are explored in detail where knowledge, skills, interests, talents of the children are tapped and further developed for future sustainability. This course includes 20 days of embedded professional experience with 3-8 year olds within early childhood centres and in the early years of schools.

<table>
<thead>
<tr>
<th>ED208</th>
<th>Study of Exceptional Individuals</th>
</tr>
</thead>
</table>

**Prerequisites:** ED152

**Semester 1:** Not offered  
**Semester 2:** P at C

Students will be given an introduction to the study of individuals with diverse educational needs and particular reference to their own cultural context. Course topics will include the study of persons with intellectual exceptionality, learning disability, being gifted and talented, emotional disorders, behavioural disorders, sensory impairments, and physical impairments. Identification procedures and educational programming/strategies for working with these students are addressed in ED/PS 208. There is also a fieldwork component, in which students will undertake field visits to various institutions/facilities that cater for these individuals. Students will be introduced to the global philosophies and trends on inclusive education/classrooms at all levels of education.
ED209 Educating Individuals with Vision Impairments

Prerequisites: ED152

Semester 1: Not offered  
Semester 2: P at C

This course is a core course in the Bachelor of Education (Special and Inclusive Education). People with vision impairments are numerous in the Pacific and their conditions are quite often undetected until it is too late to help them to achieve their potential or to save their sight. Children’s vision problems are often undetected, which causes them to have difficulties accessing the curriculum, leading to school failure. Identification procedures and educational programming/strategies for working with these students are also addressed in ED209.

ED210 Educating Individuals with Behaviour Disorders

Prerequisites: ED152

Semester 1: P at C  
Semester 2: Not offered

This course will focus on students with emotional and behavioural disorders. Teaching strategies and technologies used for specific behavioural areas such as ADD and ADHD, shy, withdrawn, conduct disorders, autism, emotionally disturbed and some mental health conditions encountered in children in general in PICs will be discussed. Influences that affect students’ behaviour such as parenting style, child abuse, and issues affecting family functioning will be examined also. Issues that affect Pacific people such as advocacy, lack of awareness, reporting procedures for child abuse, child counselling, facilities available which are currently in place to cater for this group, as well as professional ethics, confidentiality and networking will also be covered.

ED215 Mathematics Education Primary I

Prerequisites: ED115

Semester 1: B at C  
Semester 2: Not offered

This course extends teachers’ understanding of the nature of mathematics, helps them assess the way mathematics is typically taught, compares learning and doing mathematics, and inculcates the notion of thinking and working mathematically. The algebraic processes introduce the disposition to use mathematics to solve problems and tasks in a logical manner that is based on mathematical principles. The topics in the course are important for primary teachers as they enable reflection on current methods of teaching mathematics, and add sufficient depth to their mathematical knowledge as well as new teaching methods.

ED216 Science & Social Studies for Primary Teachers

Prerequisites: ED116 or equivalent

Semester 1: P at C  
Semester 2: Not offered

This course has two components: science and social studies. It is assumed that most students would have taught science and social studies in primary schools in the Pacific region. Each of the two course components comprise five study units with each unit focusing on how concepts that are fundamental to understanding both science and social studies could be effectively learnt and taught in the Pacific classroom. The Science component focuses on: the nature of science, science as inquiry, constructivism and learning science, the living environment, science and technology, and interdisciplinary teaching science. The Social Studies component focuses on Society and learning, governance, change, conflict resolution, and cultural differences.
**Code** | **Title**
---|---
**ED217** | Literacy Processes

**Prerequisites:** ED170

**Semester 1:** Not offered  
**Semester 2:** P at C

This course deals with the teaching and learning of reading and writing in the Pacific context. It aims to develop and enhance teachers’ abilities in designing and conducting effective procedures to promote literacy in their classrooms. It covers literacy in L1 and L2 literacy, developments in literacy, reading, writing, listening and oral language processes, language across the curriculum, grammar and language structure, library, genres, cross cultural issues and monitoring literacy. Intervention programs in reading and writing for children with learning difficulties are also learnt in this course.

**ED250** | Curriculum Studies I

**Prerequisites:** ED152, ED153 and All 100-level core courses from subject majors

**Semester 1:** B at L and O at C  
**Semester 2:** Not offered

The course is based on the principle of constructivism and covers 4 modules: The Effective Teacher, Teaching Contexts and Challenges, Strategies for Effective Teaching and Learning, and Teachers as Professionals. Using a mixed-mode teaching approach, this course aims to enhance the foundational pedagogical knowledge, technological skills, and good attributes that will guide teachers towards a successful and rewarding period of practice teaching. Students also learn a variety of generic teaching skills such as planning, instruction, assessment and classroom management.

**ED250FR** | Elements de didactique I

**Prérequis:** ED152 et ED153

**Semester 1:** O at E  
**Semester 2:** Not offered

Renforcer les connaissances pédagogiques de base, les compétences technologiques et les vertus qui mènent vers une carrière réussie et enrichissante dans l’enseignement. Les étudiants vont également développer leurs compétences pédagogiques générales comme la planification, l’instruction, l’évaluation et la gestion de classe.

**ED252** | Educational Psychology & the Teaching–Learning Process

**Prerequisites:** ED152

**Semester 1:** Not offered  
**Semester 2:** O at C

This course aims to provide a theoretical and practical framework within which learners may identify the different theories describing the underlying psychological processes of teaching and learning. In particular, the knowledge that student teachers attain in this course may equip them with an understanding of how the psychological processes of teaching and learning may apply to the classroom contexts in the South Pacific.

**ED252FR** | Psychopédagogie et le processus d’enseignement-apprentissage

**Prérequis:** ED152

**Semester 1:** Not offered  
**Semester 2:** O at C

Ce cours permet aux étudiants de se familiariser avec l’étude du processus d’apprentissage chez les humains dans différents milieux éducatifs. Son objectif est d’équiper les étudiants avec les notions nécessaires pour comprendre les questions, les problèmes et les recherches sous-
<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Prerequisites</th>
<th>Semester 1</th>
<th>Semester 2</th>
</tr>
</thead>
<tbody>
<tr>
<td>ED254</td>
<td>Evaluation in Schools</td>
<td>ED154</td>
<td>Not offered</td>
<td>Not offered</td>
</tr>
<tr>
<td></td>
<td>This course provides opportunities for developing practice-based theories and models of teaching and evaluation. It adopts a unique approach for developing practical knowledge strategies in teacher practices with special reference to classroom teaching, organising and monitoring learning, and to reviewing institutional curricula. The course emphasises teachers as practitioner-researchers of their own everyday practices, including organising and monitoring learning. Attention is drawn towards the role of teaching as a reflective practice in action. This course includes the process and use of readily available data for decision making.</td>
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<tr>
<td>ED255</td>
<td>Introduction to Curriculum Development</td>
<td>ED152 and ED153</td>
<td>Not offered</td>
<td>O at C</td>
</tr>
<tr>
<td></td>
<td>This course introduces students to curriculum theory and practice and provides the learning opportunity to develop an awareness and understanding of the processes of curriculum planning, development, implementation, assessment, evaluation and change. This course will help students to understand the concept and role of curriculum in education. It also provides foundational skills in curriculum mapping, identifying curriculum gaps, designing and evaluating the curriculum.</td>
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<tr>
<td>ED258</td>
<td>Adult Learning</td>
<td>ED158</td>
<td>Not offered</td>
<td>O at C</td>
</tr>
<tr>
<td></td>
<td>This course builds on the principles and conceptual understanding of non-formal education and focuses on the core learning principles that apply to adult learners. It aims to contribute to a deep understanding of the psychology of adult learning and explores techniques used in facilitation of adult education programmes.</td>
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<tr>
<td>ED284</td>
<td>Physical Education &amp; Leisure Education II</td>
<td>None</td>
<td>Not offered</td>
<td>F at L</td>
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<tr>
<td></td>
<td>This course addresses the need for regular physical activity among children; and the teaching of structured Primary physical education and sports to reinforce this. It also attempts to give teachers the knowledge and confidence to organise intramural sports and recreation, another venue where school children can be actively engaged.</td>
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</tr>
<tr>
<td>ED291</td>
<td>School Organisation &amp; Management</td>
<td>ED191</td>
<td>Not offered</td>
<td>O at C</td>
</tr>
</tbody>
</table>
|       | This course is designed to provide students with the knowledge and capabilities of school organization and management. It covers themes of educational leadership that deals with the
nature of school administration, organizing the work of atff members, instructional leadership, management, aligning the school with the community, accountability and the responsiveness of educational leaders.

ED292  Financing Education

**Prerequisites:** None  
**Semester 1:** Not offered  
**Semester 2:** P at C

This course builds on concepts learned and skills developed in ED192. It deals with financial planning processes at the school, local, district and national levels and with the development, implementation and evaluation of strategies for introducing educational change appropriate for developing societies.

ED300  Practicum

**Prerequisites:** All 100-level and all 200-level courses in your programme plus ED350  
**Semester 1:** O at C  
**Semester 2:** O at C

It is a course on school practicum for pre-service and in-service teachers and is the capstone course for the undergraduate programmes. Students are expected to complete a 17-week school practicum in their respective programmes. The comprehensive practicum package provides the necessary teacher competencies, professional attributes, knowledge and skills that are needed in teachers.

ED300FR  Stage de pratique accompagnée

**Prérequis:** Tous les cours obligatoires de niveau 100- et 200- dans votre programme d’étude, en plus de ED354 et ED359  
**Semester 1:** B at E  
**Semester 2:** Not offered

Ce cours suit une structure précise des tâches à accomplir. Les étudiants doivent participer à un atelier de trois jours avant d’entamer le stage pratique dans des écoles. Le stage s’étend sur 17 semaines où les étudiants doivent enseigner le programme existant pour leur discipline. Des indications spécifiques seront données en fonction de chaque discipline.

ED302  Play Pedagogies in Early Childhood Education & Care

**Prerequisites:** ED206  
**Semester 1:** Not offered  
**Semester 2:** O at C

Play is important in young children’s growth and development. It provides an entry point for educators to critically define play and playful curriculum from the eyes of young children and from an educational play pedagogical perspective. Adult’s role in scaffolding young children’s play is vital in bridging young children from one level to the next. This course includes 5-10 days embedded professional practice in an early childhood education and care setting and in the early years mainstream schools.

ED304  Families & Communities in Early Childhood Care

**Prerequisites:** ED204  
**Semester 1:** O at C  
**Semester 2:** Not offered

Families and communities play an important role in young children’s learning and development. This course explores their role in the process. Partnership through communication, decision-
making and the inclusion of experiences, resources and interactions that support young children in their sociocultural context is pertinent. Social justice principles and the Convention of the Rights of the Child are also discussed. Students are expected to engage in mini analytic research with families and communities within their sociocultural context as a major part of assessment.

**ED309  Educating Individuals with Intellectual Differences**

**Prerequisites:** Any 200-level Education courses

**Semester 1:** Not offered  
**Semester 2:** P at C

This course will enable students to work with people at different intellectual levels: low cognitive functioning to gifted and talented. Students will acquire knowledge on current research, theories and models of intellectual diversity and issues such as access to education and support for inclusion across the general curriculum. Students will learn how to plan, implement and evaluate IEPs and IFSPs for multilevel instruction in inclusive settings, design and use resources, develop teaching strategies, provide positive behavioural supports and use and care for equipment and other technology. Also reviewed will be current issues in the field of the education of gifted and talented individuals, characteristics of gifted and talented students as well as the challenges of parenting, understanding and counselling of gifted children. It addresses crucial issues in the education of gifted and talented students and includes strategies for identifying gifted students, considerations in planning a sound gifted and talented programme, contemporary programme models, problems of minority groups like persons with disabilities and gifted female students, curriculum accommodations, administrative arrangements, facilitating appropriate grouping of students for instruction and programme evaluation with particular emphasis on PINs.

**ED321  Educational Programming for Students with Learning Disabilities**

**Prerequisites:** Any 200-level Education courses

**Semester 1:** P at C  
**Semester 2:** Not offered

This course is a core course in the Bachelor of Education (Special and Inclusive Education) and an elective for the Bachelor of Education (Early Childhood) because it will be especially useful for preschool, class 1 and 2 teachers. This course will assist students to identify children with developmental and academic learning disabilities in their classrooms. Teachers will learn how to identify students with learning disabilities, assess their individual needs, develop and implement appropriate informal tests, develop observation skills, analyse assessment data, develop IEPs based on assessment data, prioritise what to teach, develop available local teaching resources and aids, explore specific strategies and activities to facilitate children’s participation and learning and implement IEPs. Problems faced by students with LD in PINs and their caregivers will be highlighted. Students will be able to identify and programme for children with learning disabilities (LD) in special school settings as well as in inclusive classrooms at all levels: preschool to secondary.

**ED323  Educating Individuals with Physical/Multiple/Health Impairments**

**Prerequisites:** Any 200-level Education courses

**Semester 1:** Not offered  
**Semester 2:** P at C

This course is a core course in the Bachelor of Education (Special Education), and will enable students to include children with physical, multiple and health impairments across the curriculum. Students will develop positive attitudes, knowledge, skills and strategies to enable them to work with this group as well as with their caregivers and promote awareness and advocacy in the PIN communities. Use and care of basic equipment for this group will be an area of focus.
<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
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</thead>
<tbody>
<tr>
<td>ED325</td>
<td>Mathematics Education Primary 2</td>
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<tr>
<td></td>
<td><strong>Prerequisites:</strong> ED215 or equivalent</td>
</tr>
<tr>
<td></td>
<td><strong>Semester 1:</strong> Not offered</td>
</tr>
<tr>
<td></td>
<td><strong>Semester 2:</strong> B at C</td>
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<tr>
<td></td>
<td>This course focuses on strengthening teachers' pedagogical content knowledge by analysing typical methods of teaching the major primary mathematics topics such as the systems of measurement, geometric figures and geometric motions, chance and data probability. Teachers will be encouraged to investigate students' understanding of different contexts on which to build learning. The course will investigate new assessment practices in primary mathematics, provide practice in developing good resources, practise integrated teaching and manage multi-classes. The activities will add depth to teachers' pedagogical content knowledge, enhance their understanding of students' common mistakes, and increase their confidence in teaching mathematics.</td>
</tr>
<tr>
<td>ED327</td>
<td>Literacy Processes 2</td>
</tr>
<tr>
<td></td>
<td><strong>Prerequisites:</strong> ED217</td>
</tr>
<tr>
<td></td>
<td><strong>Semester 1:</strong> Not offered</td>
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<td></td>
<td><strong>Semester 2:</strong> B at C</td>
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<td></td>
<td>This is the final language education course in the BEd Primary programme. It focuses on developing preschool and primary teachers' understanding and skills in literacy processes in particular in the English as a foreign language (EFL) context of the Pacific. The course will explore the processes of reading, writing, speaking and listening and how these processes translate to teaching pedagogies. It will also feature the development of these major language skills in other subjects across the curriculum. Treating children with reading difficulties will be a prominent feature of this course. A unit on the school library and information literacy is also featured.</td>
</tr>
<tr>
<td>ED328</td>
<td>Social Science Education 2</td>
</tr>
<tr>
<td></td>
<td><strong>Prerequisites:</strong> ED216</td>
</tr>
<tr>
<td></td>
<td><strong>Semester 1:</strong> Not offered</td>
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<tr>
<td></td>
<td><strong>Semester 2:</strong> B at C</td>
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<tr>
<td></td>
<td>This course focuses specifically on critical issues such as the impact of the outside world on Pacific cultures, environmental and cultural sustainability of Pacific Islands, gender issues, overpopulation of urban centres, crime, social justice and human rights. Students will use the problem-based approach to investigate major social and environmental issues facing Pacific societies and the world. Students will develop research and analytical skills, at the same time valuing participatory and group approaches to learning and problem solving.</td>
</tr>
<tr>
<td>ED336</td>
<td>Science Education Primary 2</td>
</tr>
<tr>
<td></td>
<td><strong>Prerequisites:</strong> ED216</td>
</tr>
<tr>
<td></td>
<td><strong>Semester 1:</strong> Not offered</td>
</tr>
<tr>
<td></td>
<td><strong>Semester 2:</strong> B at C</td>
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<tr>
<td></td>
<td>This course promotes the idea of epistemological pluralism and the notion of science as human enterprise particularly in Pacific Island cultures. It investigates the challenges of teaching and learning science in the non-Western classroom and highlights misconceptions that arise in science and learning science. In turn, the course provides opportunities for teachers to consider our traditional ways of explaining natural phenomena and processes such as traditional medicine, medicine, navigation, and fishing.</td>
</tr>
</tbody>
</table>
ED350  Curriculum Studies 2

Prerequisites: ED250. Not available as an elective

Semester 1: Not offered  Semester 2: B at L and O at C

This course is a core course and the second of two teaching-methods courses in the teacher education programs. The course builds on the themes and content covered in ED250. It explores the unique nature of a variety of teaching areas or disciplines and emphasises appropriate pedagogical-content knowledge that will enable students to teach their specialised subject areas effectively. During teaching workshops in the different subject areas, students will practice ways to infuse new ideas into teaching and effectively ground practice in sound educational theories.

ED350FR  Eléments de didactique 2

Prérequis: ED250. Pas disponible en option.

Semester 1: Not offered  Semester 2: O at E

abordés dans ED250. Il examine le caractère unique de plusieurs disciplines et met l’accent sur des connaissances pédagogiques adaptées au contenu pour permettre aux étudiants d’enseigner leur discipline. A travers des ateliers d’enseignements dans les différentes disciplines, les étudiants s’exerceront à élaborer des idées nouvelles pour la classe et à ancrer leur pratique d’enseignement dans des théories pédagogiques solides.

ED354  Assessing & Measuring Student Performance

Prerequisites: ED252 OR ED154 OR ED254

Semester 1: B at C  Semester 2: Not offered

This course is designed to build on ED154 Principles of assessing Student Performance. Emphasis is placed on developing professional teachers for academic careers and evaluation personnel for other professions. Although a major emphasis is on (1) developing a range of assessment procedures and techniques, (2) approaches to measuring student performance, and (3) processing data and assessment designs, individual students interested in other professions will be encouraged to explore and learn related work skills. Also, students will be provided opportunities for constructing authentic, portfolio and descriptive assessment devices.

ED354FR  Evaluation et mesure de la performance des élèves

Prérequis: ED252 ou ED154 ou ED254

Semester 1: B at E  Semester 2: Not offered

Ce cours reprend les concepts de ED154 sur les principes d’évaluation de la performance des élèves. L’objectif du cours est de préparer des enseignants professionnels pour le monde académique et du personnel chargé de l’évaluation de la performance dans d’autres domaines. Le cours se concentre sur (1) l’élaboration de différentes méthodes et techniques d’évaluation, (2) les approches pour mesurer la performance des élèves, et (3) le traitement des données et la conception des évaluations ; en parallèle, les étudiants intéressés par d’autres domaines seront encouragés à considérer et à acquérir des compétences pour le monde du travail. En outre, tous les étudiants auront l’occasion d’élaborer des dispositifs d’évaluation authentiques, descriptifs et par portfolio.
ED358  Community Education

Prerequisites: ED158 OR ED258

Semester 1: Not offered  Semester 2: O at C

This course is based on the philosophy of ‘education for change’. Its purpose is the development of skills and knowledge required to facilitate community-based projects and programmes in pacific communities. An important focus of the course is the development of projects and activities in consultation with communities and participants. The course aims to enhance learning and to empower people to contribute to society as they participate in the assessment of needs, and in the process of planning and implementation of community projects and programmes.

ED359  Educational Research

Prerequisites: Any 200-level Education course

Semester 1: O at C  Semester 2: Not offered

This specialised course is designed for prospective students and senior undergraduate students with a strong interest in Educational Research. The course aims to introduce the beginning researcher to concepts and principles of educational research. Students will be introduced to both qualitative and quantitative approaches to research. The course also focuses on the ethical application of the research process to Education. The major themes of the course are basic research concepts, designs for qualitative and quantitative methodologies, data analysis techniques, and critiques of research. The course will be particularly useful for students who plan to continue with postgraduate studies in Education.

ED359FR  Méthodologie de la recherche en éducation

Prérequis: deux cours de niveau 200- en sciences de l’éducation (ou par dérogation du Chef du département)

Semester 1: O at E  Semester 2: Not offered

Ce cours spécialisé a été conçu pour les futurs étudiants et les étudiants en dernière année de licence ayant un fort intérêt pour la recherche pédagogique. Le but de ce cours est de faire découvrir au chercheur débutant les concepts et les principes de la recherche en éducation. Les étudiants suivront à la fois l’approche de recherche qualitative et l’approche quantitative. Le cours prend également en considération la conduite éthique de la recherche pédagogique. Les thèmes majeurs du cours sont : les concepts de recherche de base ; les modèles des méthodologies qualitatives et quantitatives ; l’analyse de données et les techniques d’interprétation ; la revue de littérature. Le cours sera particulièrement utile pour les étudiants qui prévoient de continuer leurs études et de faire un master en sciences de l’éducation.

ED391  Educational & Leadership Supervision

Prerequisites: ED291

Semester 1: P at C  Semester 2: Not offered

This course examines the roles that educational leaders are required to play as curriculum advisors, education officers, and principals and head teachers in the countries of the region. Factors affecting leadership and supervision are also examined, including strategies for the promotion of appropriate staff development.
ED401  Learning & Teaching in Higher Education

Prerequisites: Admission to PGCTT

Semester 1: O at C  Semester 2: Not offered

In this course participants will review dominant learning theories, emerging models and trends in learning and knowledge building. They will be engaged in designing learning outcomes, teaching and learning activities and assessment with special emphasis to Pacific contexts and inclusive education for the courses they teach. Participants will form collaborative groups as a community of practice to engage in curriculum review using learning tools and technologies, and develop skills to enhance pedagogical practices for multi-modal deliveries along the e-learning continuum. During the course, participants will create personal reflection e-portfolios that will be continually assessed as feedback for improvement.

ED402  Curriculum Design, Development and Evaluation in Higher Education

Prerequisites: ED401

Semester 1: Not offered  Semester 2: O at C

This course provides participants with an understanding of curriculum design, development and evaluation in HE. They will examine select theories and models of curriculum development, design and assessment, and learning theories. Core topics include curriculum mapping, diversity pedagogies, constructive alignment – from formulation of effective learning outcomes to selection of content, developing positive learning experiences, and approaches to evaluation. Participants will engage in comparative analysis of teaching for the traditional classroom and pedagogical considerations in the shift to design, development and evaluation of blended and online teaching contexts.

ED403  Innovations in Learning Technologies & Professional Practice

Prerequisites: ED401 and ED402

Semester 1: O at C  Semester 2: Not offered

This course provides a greater understanding of the pedagogical foundation required to facilitate a technology-mediated learning environment. Course participants will explore various learning technologies and how technological innovations are changing pedagogical practice in higher education. They will be supported to develop course material utilising Open Educational Resources and e-facilitation techniques for the Pacific learning contexts. They will gain experience in using a selection of online methodologies and approaches and review online good practices. Participants will continue to develop their activity-reflection e-portfolios for formative and summative assessment towards continuous professional development.

ED451  Culture & Education

Prerequisites: Admission to PGDE

Semester 1: Not offered  Semester 2: B at C

The course will involve explorations of the relationships between education (as institution and process), and cultural values and influences, with specific references to Pacific Island societies. Current works from the Pacific and around the world will be examined and students will be expected to make their own contributions to the available body of knowledge through their own research activities. A number of themes will be studied and would include: Pacific educational ideas and their relationships to education; school education and indigenous education; role of culture in teaching and learning; cultural universals as markers of change and reform; cultural
gaps; teachers as agents of cultural transmission; cultural literacy and schooling; and education and cultural identity. Consideration of the Regional Strategy for Culture and Education (2010) and its implications for education in Pacific Islands schools and higher education institutions will also be considered.

**ED454  Advanced Educational Measurement & Evaluation**

**Prerequisites:** ED354 and ED359  
**Semester 1:** Not offered  
**Semester 2:** B at C

Assessment is an essential part of the instructional process. The objectives of this course are to develop skills to link course objectives, teaching methods, and assessment to improve teaching and learning. Participants learn to use item analysis and qualitative statistics to evaluate the reliability and validity of assessment instruments. The course assignments include a student web-assignment, individual assessment paper, midterm examination, team debate, and a team action research project in which students research, design, and analyze the results of a classroom-based action research project. In this assignment, the team members investigate a classroom problem, search the literature, propose a teaching innovation, develop an appropriate assessment, analyze a database, and report the results. This course uses the online resources and educational technology to give students access to recent advances in educational assessment.

**ED455  Advanced Curriculum Studies**

**Prerequisites:** ED350 or ED355 or ED359  
**Semester 1:** B at C  
**Semester 2:** Not offered

The purpose of this course is to enable students to re-think curriculum development in Pacific Island Nations, identify and explain significant issues in the current curriculum debate globally as well as regionally. Students will be expected to reflect critically upon current curriculum development processes and structures, develop the competency to define their own curricular positions and make decisions about curriculum-related issues in their own countries. They should learn to theorise their own education and recognise theoretical underpinnings in selected curriculum reform projects in the Pacific region. An important feature of the course is the emphasis given to national as well as regional curriculum initiatives and the need to re-think the school curriculum in terms of curriculum concerns for a more culturally inclusive and gender sensitive curriculum.

**ED456  Studies in Science Education**

**Prerequisites:** Admission to PGDE  
**Semester 1:** Not offered  
**Semester 2:** B at C

This course is designed to meet the needs of Pacific Island Science Educators. It provides opportunities for science teachers, science learners, advisors, curriculum developers and administrators in primary, secondary, technical and tertiary education institutions to explore contemporary issues and research in science education in some depth. The issues will centre around the science teacher, the science learner, the science classroom and the science curriculum. The course will have an international perspective, but it will also look at problems and issues that are of particular concern in the South Pacific. The course provides students with opportunities to develop skills in reviewing Science Education literature and evaluating research studies. Students enrolled in this course are encouraged to pursue particular research and explore possible thesis topics.
ED457  Advanced Study of Education in Small Island States

Prerequisites: Admission to PGDE

Semester 1: Not offered  Semester 2: B at C

The course will provide opportunities for students to study the following four general themes: recent research on the nature of the relationships between education and development; the extent to which educational directions form and are influenced by the development process; the influence on education of major economic, social and political issues in the region; and, selected issues and current problems related to education. The whole course is set against the context of small island states of the Pacific region.

ED461  Education for Sustainable Development

Prerequisites: Admission to PGDE

Semester 1: B at C  Semester 2: Not offered

The course will focus on the UN Decade of Education for Sustainable Development (DESD) and its relationship to new sustainable development goals (SDGs), MDGs, UNDL, and EFA. Students will examine the values and ideals underlying these global instruments, as well as their goals and target dates, together with the reasons why these initiatives were set up, their similarities and differences. Special focus is given to DESD and students will conduct research on how Pacific communities conceptualise the main ideas, issues and solutions associated with ESD and critically analyse the implications of their findings for the successful implementation of the Pacific ESD Framework (2006) in students' home countries. The work of monitoring and evaluation of ESD related activities will also be examined. Other topics will include: research in and for ESD; the role of USP in ESD promotion and advocacy; climate change education and ESD; and the work of UNESCO's Global Monitoring and Evaluation Group (MEEG).

ED466  Studies in Mathematics Education

Prerequisites: ED459 or AL400

Semester 1: Not offered  Semester 2: B at C

This course provides an opportunity to investigate questions and concerns about mathematics as a school subject and mathematics education. It will consider the theories, practices and developmental trends in mathematics learning and the mathematics curricula, including the interconnection between curriculum development and various mathematics education issues. Questions about curriculum relevance and issues of equity and social justice - to do with ethnicity, culture, gender, language and technology - as they arise in mathematics education will be critically examined. Ethnomathematical research and the examination of mathematical knowledge and practices in Pacific societies, both traditional and modern, and how they affect classroom learning will be vigorously pursued.

ED468  Gender & Education

Prerequisites: ED459 or AL400

Semester 1: B at C  Semester 2: Not offered

This course provides a forum for the critical examination and understanding of the different structures, activities and perspectives related to gender and education. It will look at the nature of contemporary gender relations and the construction of gender and gendered identities by educational theories, policies and provisions from various perspectives. How 'gendering' has changed over time, how it varies between cultures and social classes in different societies...
including those of the region, and the implications of these changes in the function and provision of education should create enriching discourse. Education will cover both formal and informal. The topics are relevant to both men and women, and society as a whole.

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<tr>
<th>Code</th>
<th>Title</th>
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<tbody>
<tr>
<td>ED491</td>
<td>Advanced Studies in Educational Leadership</td>
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<tr>
<td><strong>Prerequisites:</strong> Admission to PGDE</td>
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<tr>
<td><strong>Semester 1:</strong> B at C</td>
<td><strong>Semester 2:</strong> Not offered</td>
</tr>
<tr>
<td>This course is normally available to students who are qualified teachers or administrators in the educational systems of the Pacific Island countries. It examines the theory, research and practice in managing educational organisations and systems.</td>
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</tbody>
</table>

| ED492 | Advanced Studies in Educational Planning & Development |
| **Prerequisites:** Admission to PGDE |
| **Semester 1:** Not offered | **Semester 2:** B at C |
| This course is normally available to students who have experience as teachers, administrators or leaders of education in the educational systems of the Pacific Island Countries and beyond. The basic aim of the course is to analyse critical theories, techniques and methods of educational planning with special reference to the experiences of both Pacific Island and developed countries. |

| ED493 | Advanced Studies in Educational Policy |
| **Prerequisites:** Admission to PGDE |
| **Semester 1:** B at C | **Semester 2:** Not offered |
| This course introduces policy studies in education as a discipline of enquiry and area of practice to educators including educational leaders, planners, policy makers and practitioners. The educational enterprise is dynamically complex and is increasingly becoming a matter of public interest and debate. Therefore, an appreciation and understanding of the educational policy process is useful to the planners themselves, as well as educators generally. The course deals with relevant theoretical perspectives, research bases and practical experiences in various aspects of educational policy process. |

| ED600F | Education SRP (Full-Time) |
| ED600P | Education SRP (Part-Time) |
| ED700F | Education Master’s Thesis (Full-Time) |
| ED700P | Education Master’s Thesis (Part-Time) |
| ED800F | Education PhD Thesis (Full-Time) |
| ED800P | Education PhD Thesis (Part-Time) |
EDP01 Pacific Principles in Educational Leadership

**Prerequisites:** Admission to Professional Certificate in Education Policy and Planning

**Semester 1:** F at L  
**Semester 2:** Not offered

This module presents the latest research on educational leadership in the Pacific, with focus on school leadership for improvement. Students will explore Pacific conceptualisations of leadership in an educational context, focusing on the values and philosophies that guide leadership practices in Pacific schools, including the Pacific Principles’ Framework. Students learn to create visions for school improvement and processes for managing change in a school context. Students will explore the critical roles educational leaders play as instructional leaders and ways to support teacher development and improve student outcomes. Students will be encouraged to appreciate the diverse cultural and social relationships that are held by school administrators in unique island communities.

EDP02 Educational Policy Studies in the Pacific

**Prerequisites:** Admission to Professional Certificate in Education Policy and Planning

**Semester 1:** F at L  
**Semester 2:** Not offered

This module introduces students to Policy formulation drawing on international theories and current practices from regional Ministries of Education. The course will explore dialectical approaches to understanding educational policy frameworks used by national Ministries of Education. The module will include approaches to drafting a school policy, strategies for monitoring a school policy and implementing such a policy in a school context. The module will draw on examples from school policies around the region. The module will also highlight emerging policy frameworks evident around the region that are based on indigenous Pacific epistemologies.

EDP03 Educational Planning in the Pacific

**Prerequisites:** Admission to Professional Certificate in Education Policy and Planning

**Semester 1:** Not offered  
**Semester 2:** F at L

The module introduces students to the dimensions of educational planning at ministerial and education system wide level, drawing on examples of national education plans across the region. Through a case study approach, students will be encouraged to examine current processes for planning used by national ministries of education, including the use of EMIS and available data for formulating education plans.

EDP04 Financing Education in the Pacific

**Prerequisites:** Admission to Professional Certificate in Education Policy and Planning

**Semester 1:** Not offered  
**Semester 2:** F at L

This module provides students with knowledge necessary for successful planning and management of educational finances within a school system and an education system. Students will be presented with learning opportunities for refining their skills in managing finances, developing their competency in budgeting and allocating resources, and enriching their conceptual understanding of fiscal stewardship and responsibility. A particular emphasis is placed on managing and utilising statistical school data in supporting financial planning.
EDP05  Planning Professional Development

Prerequisites: Admission to Graduate Certificate in School Leadership

Semester 1: Not offered  Semester 2: Not offered

This course encourages school leaders to take responsibility for the development and managing of teachers' professional learning. It also provides opportunities for them to improve their practice in the application of: professional standards, evaluate training needs, planning for professional development and planning professional development activities.

EDP06  School Leadership

Prerequisites: Admission to Graduate Certificate in School Leadership

Semester 1: Not offered  Semester 2: Not offered

This course encourages school leaders to acquire skills and knowledge of school leadership; ethical leadership; visionary leadership; and school leaders as agents of change. It also provides opportunities for them to improve their practice. With an improved understanding of school leadership, they are encouraged to apply lessons learnt in their practice to improving schools.

EDP07  School Management

Prerequisites: Admission to Graduate Certificate in School Leadership

Semester 1: Not offered  Semester 2: Not offered

This course encourages school leaders to explore the following topics: School Management, Resource Management, Operational Management and Disaster and Risk Management. It also provides opportunities for them to apply the knowledge gained in managing their schools.

EDP08  Enhancing Learning & Teaching Environment

Prerequisites: Admission to Graduate Certificate in School Leadership

Semester 1: F at SI  Semester 2: Not offered

This course encourages school leaders to explore the following topics: Beginning teacher; Learners and learning; Conducive learning environment; and Curriculum Instruction. It also provides opportunities for them to apply learning from the course to their school context to improve learning environment.

EDP09  Community Partnership

Prerequisites: Admission to Graduate Certificate in School Leadership

Semester 1: Not offered  Semester 2: F at L

This course explores the following topics: Understanding School Community Dynamics, Inclusive collaboration, Community Involvement and Learning community. It also provides opportunities for school leaders to apply the knowledge from the course to building stronger community partnerships.

GN400  Contemporary Feminism, Theory, Methods & Debates for Gender Research

Prerequisites: Bachelor’s Degree and Approval of Programme Coordinator

Semester 1: B at C  Semester 2: B at C

This course explores current issues and debates regarding feminist theory, methodology and epistemology and applying it to gender-related topics of study. The goal is to provide an
<table>
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<tr>
<th>Code</th>
<th>Title</th>
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<tbody>
<tr>
<td>GN401</td>
<td>Gender, Global Change &amp; Development in a Comparative Perspective</td>
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</table>

**Prerequisites:** Bachelor's Degree and Approval of Programme Coordinator

**Semester 1:** B at C  
**Semester 2:** B at C

The course examines the emergence in the 1970s of the field of women, gender and development, its research agenda and theoretical and policy debates. The feminist critique of development practice is examined as well as the social, political and economic aspects of gender relations. The course is to assist the prospective postgraduate researcher in engaging with contemporary global gender issues in the context of development. Active student participation is required on all components of coursework.

<table>
<thead>
<tr>
<th>HY101</th>
<th>Pacific Islands Prehistory</th>
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**Prerequisites:** None

**Semester 1:** Not offered  
**Semester 2:** O at C

HY101 covers Pacific history from the earliest times to about 1800. It surveys the original exploration and colonisation of the Pacific Ocean by the ancestors of the Micronesians, Melanesians and Polynesians, and the ways that they developed their societies. We will consider the environmental impact of islanders on their new homes, the development of sailing and navigation, the growth of warfare and chiefdoms, and finish with a survey of traditional Pacific societies.

<table>
<thead>
<tr>
<th>HY102</th>
<th>20&lt;sup&gt;th&lt;/sup&gt; Century World History</th>
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</table>

**Prerequisites:** None

**Semester 1:** O at C  
**Semester 2:** Not offered

The course analyses causes, effects and impacts of events in the twentieth century and examines several of the most important changes ending with the aftermath of the Cold War.

<table>
<thead>
<tr>
<th>HY201</th>
<th>Pacific History: Colonial Worlds to Independence</th>
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**Prerequisites:** HY101 and HY102

**Semester 1:** F at L and P at C  
**Semester 2:** Not offered

The course covers the history of European administrations in the Pacific through to independence. An additional theme is the involvement and response of Pacific Islanders to these changing circumstances.

| HY202  | Pacific History: Pre-colonial Power Struggle in Polynesia/P |

**Prerequisites:** HY101 and HY102

**Semester 1:** F at L and P at C  
**Semester 2:** Not offered

The course examines the motivations and behaviour of indigenous Polynesian leaders in their struggle to maintain power and control. What worked and what failed? What are the lessons for leaders of the modern Pacific in the neo-colonial period?
COURSE DESCRIPTIONSFACULTY OF ARTS, LAW AND EDUCATION

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<th>Code</th>
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<tr>
<td>HY205</td>
<td>Pacific History: Contact &amp; Response</td>
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**Prerequisites:** HY101 and HY102  
**Semester 1:** Not offered  
**Semester 2:** P at C  

This course follows on from HY101, continuing the story of European exploration and examines the earliest sustained European contacts with the islands by traders and missionaries. The consequences of this contact for island societies is a major focus of the course, as well as their varying responses up to the 1870s. The establishment of colonial government in some islands, and its avoidance in others, is examined.

| HY206 | Modern East Asian History                  |

**Prerequisites:** HY101 and HY102, or equivalent  
**Semester 1:** Not offered  
**Semester 2:** O at C  

The course complements other History and related courses by providing background knowledge of a region with historical association with the Pacific and whose impact and importance to the Pacific Islands has been intensifying. The course examines how Asian societies have responded to the forces of modernity since ca. 1840s and what lessons can be learnt from their experiences.

| HY302 | Special Topic: History of Fiji            |

**Prerequisites:** Two 200-Level HY courses or approval of Head or nominee  
**Semester 1:** Not offered  
**Semester 2:** O at C  

This course examines the history of Fiji from 1870 to 1970 and the social and political arrangements immediately before and after British annexation. This story ends with the events leading to independence in 1970. This course has a fieldtrip component. Students will be required to pay fees to fund the fieldtrip.

| HY303 | Special Topic: USA in Asia Pacific Region |

**Prerequisites:** Two 200-level HY courses or approval of Head or nominee  
**Semester 1:** O at C  
**Semester 2:** Not offered  

HY303 examines the gradual involvement of the USA in the Pacific Islands, beginning with fur traders and whaling through to annexations, nuclear testing and the granting of independence to Micronesia. It is a study of the USA as a colonial power.

| HY304 | Pacific History 3: Protest & Identity     |

**Prerequisites:** Two 200-level HY courses  
**Semester 1:** Not offered  
**Semester 2:** O at C  

The course examines the way Pacific Island histories have been recorded. It is a parallel study of decolonization, a literate revolution and the changing historiography of the Pacific.

| HY305 | World History 2: British Empire & Commonwealth |

**Prerequisites:** Two 200-level HY courses  
**Semester 1:** F at L and P at C  
**Semester 2:** Not offered  

A large part of the world was taken into the British Empire in the 1700s and 1800s. Most of these colonies became independent nations in the 1900s, and chose to continue their association in the Commonwealth. This course looks at the commercial, political and religious motivations and policy behind Britain’s imperial expansion and the effect on societies that were colonised. It will examine

**KEY TO CAMPUS CODES**

- **A** = Alafua, **CI** = Cook Islands, **E** = Emalus, **K** = Kiribati, **LAB** = Labasa, **L** = Lauca, **LTK** = Lautoka, **NA** = Nauru, **NI** = Niue, **RMI** = Republic Marshall Islands, **SI** = Solomon Islands, **TOK** = Tokelau, **TON** = Tonga, **TU** = Tuvalu
the modes of government and control used to maintain the Empire, and the causes and processes of decolonisation. Case studies will include India, Africa, and the settler colonies of Australia and New Zealand.

**HY401  Reading & Viewing in Pacific History**

**Prerequisites:** B average in relevant 300-level courses and approval of Head or nominee

**Semester 1:** F at L  **Semester 2:** Not offered

This course questions the way in which the Pacific has been represented in early voyage art, literature, 19th century photography and 20th century film.

**HY402  Migration & Culture**

**Prerequisites:** B average in two relevant 300-level courses or approval of Head or nominee

**Semester 1:** Not offered  **Semester 2:** F at L

This course examines contemporary diasporic patterns of Pacific Islanders in the Pacific region through field research with a particular emphasis on the concept and reality of identity, relocated communities, status of minority groups and representation in the host community. This course has a fieldtrip component. Students will be required to pay fees to fund the fieldtrip.

**HY403  Special Topic**

**Prerequisites:** B average in relevant 300-level courses and approval of Head or nominee

**Semester 1:** Not offered  **Semester 2:** Not offered

This course will be seminar-based and involve examination of archival sources. It will cover indigenous and missionary beliefs and treatments concerning health and sickness, and changes in the late nineteenth century - germ theory and tropical medicine, colonial responsibilities for health in response to depopulation, the growth of the medical and nursing professions, public health in the postcolonial state. The resources of the Fiji National Archives and the Pacific collection will be used.

**HY404  Special Topic**

**Prerequisites:** B average in relevant 300-level courses and approval of Head or nominee

**Semester 1:** Not offered  **Semester 2:** F at L

This course will be seminar-based and involve examination of archival sources. The focus changes according to student interest, for example, in 2013 it tackled the recording and writing of a history of the Miss Hibiscus festival.

**HY600F  History SRP (Full-Time)**

**HY600P  History SRP (Part-Time)**

**HY700F  History Master's Thesis (Full-Time)**

**HY700P  History Master's Thesis (Part-Time)**

**HY800F  History PhD Thesis (Full-Time)**

**HY800P  History PhD Thesis (Part-Time)**
IEP001 Intensive English Programme

Prerequisites: None
10 weeks: F at L

The Intensive English Programme (IEP) has been designed specifically for students from non-English speaking countries who want to improve their communication skills in English. The programme is divided into four 10 week terms a year and is offered at six levels: Beginners, Elementary, Pre-Intermediate, Intermediate, Upper-Intermediate and Advanced. At the end of each term students are assessed and should progress to the next level after one or two terms. Students will focus on developing the four language skills including listening, reading, writing and speaking.

IEP002 Intensive English Programme

Prerequisites: None
10 weeks: F at L

The Intensive English Programme (IEP) has been designed specifically for students from non-English speaking countries who want to improve their communication skills in English. The programme is divided into four 10 week terms a year and is offered at six levels: Beginners, Elementary, Pre-Intermediate, Intermediate, Upper-Intermediate and Advanced. At the end of each term students are assessed and should progress to the next level after one or two terms. Students will focus on developing the four language skills including listening, reading, writing and speaking.

IEP003 Intensive English Programme

Prerequisites: None
10 weeks: F at L

The Intensive English Programme (IEP) has been designed specifically for students from non-English speaking countries who want to improve their communication skills in English. The programme is divided into four 10 week terms a year and is offered at six levels: Beginners, Elementary, Pre-Intermediate, Intermediate, Upper-Intermediate and Advanced. At the end of each term students are assessed and should progress to the next level after one or two terms. Students will focus on developing the four language skills including listening, reading, writing and speaking.

IEP004 Intensive English Programme

Prerequisites: None
10 weeks: F at L

The Intensive English Programme (IEP) has been designed specifically for students from non-English speaking countries who want to improve their communication skills in English. The programme is divided into four 10 week terms a year and is offered at six levels: Beginners, Elementary, Pre-Intermediate, Intermediate, Upper-Intermediate and Advanced. At the end of each term students are assessed and should progress to the next level after one or two terms. Students will focus on developing the four language skills including listening, reading, writing and speaking.
JN101 Introduction to Journalism

Prerequisites: Approval of HOS or nominee

Semester 1: O at C  
Semester 2: Not offered

This course is offered as an elective to all students. The course is a conceptual and a practical introduction to journalism which surveys the media in the South Pacific. It will focus on the practical skills of news writing for print and online media. It will be conducted through a combination of lectures and extensive practical workshops and assignments for the training newspaper Wansolwara and its website. Emphasis will be placed on writing news in plain and clear English.

JN103 Media Law & Ethics

Prerequisites: JN101

Semester 1: Not offered  
Semester 2: O at C

This course is offered as an elective to all students. The course examines the rights, responsibilities and moral obligations of journalists. Students will be familiarised with the laws of defamation, contempt of Parliament and the courts, conventions of court reporting, privacy, breach of confidentiality, and human rights. The course will also examine media ethical concepts, including the role of ethical codes, and fairness and balance in the media. The course will be delivered through formal lectures, group discussion and weekly reading.

JN201 Print & Online Journalism

Prerequisites: JN101 and JN103

Semester 1: F at L  
Semester 2: Not offered

This course will teach skills in page making and layout, photo editing and captioning, and Internet publishing. Classes will include lectures, workshops, and current affairs news forums. Lecture topics will include texts and images, the history and development of press photography, cropping the photograph, image processing, computing, and online journalism. Students will also be assigned subediting work on the training newspaper Wansolwara.

JN202 Radio Broadcasting

Prerequisites: JN101 and JN103

Semester 1: O at C  
Semester 2: Not offered

This course will teach skills in radio broadcast equipment use, interviewing, writing scripts, writing news bulletins, programming and presentations. Classes will include lectures, workshops, and current affairs news forums. Lecture topics will include the impact of radio on society, broadcasting in the South Pacific and internationally, propaganda versus news, new technologies, press freedom, and ethics. Students will also be assigned reporting and production work on Radio Pasifik.

JN203 Television Journalism

Prerequisites: JN101 and JN103

Semester 1: Not offered  
Semester 2: F at L

The course distinguishes the process involved in writing for television as distinct from other media. It puts stress on teaching visual language skills. Workshops will include video scripting, camera techniques, sound and lighting, location issues, editing with Final Cut Pro, and producing TV news, news features, and documentaries. The focus of the course is journalistic as well as technical. Lecture topics will include the history and development of television/cinema in the Pacific and internationally.
JN301  International Journalism

**Prerequisites:** JN201, JN202 and JN203

**Semester 1:** F at L  **Semester 2:** Not offered

The main theme throughout this course is international journalism with a special emphasis on the role of the media in the Pacific and the Pacific Rim. Students will learn the various theories of how media function in various countries. Topics will include press freedom, development journalism, international journalism ethics, war reporting, public diplomacy, comparative journalism, and news media ownership and control internationally and in the South Pacific.

JN302  Journalism Research

**Prerequisites:** JN201, JN202 and JN203

**Semester 1:** Not offered  **Semester 2:** O at C

Students are introduced to scientific methods of researching stories using statistics, archival sources and written materials. The main aim is to learn how to obtain information through the use of databases and the Internet. Students will also be introduced to more specialised areas of journalism such as government, health and the arts. They will learn to interpret data, obtain statistically valid poll data and report on it. Assignments will be published in the *Wansolwara*.

JN303  Journalism Production

**Prerequisites:** JN201, JN202 and JN203

**Semester 1:** Not offered  **Semester 2:** F at L

In this course students will learn to demonstrate their ability to take responsibility as journalists and to professionally put into practice their journalism skills developed during the double major.

JN700F  Pacific Media Studies Master's Thesis (Full-Time)

JN700P  Pacific Media Studies Master's Thesis (Part-Time)

LL102  Contemporary Literary Criticism: Key Terms and Texts 1

**Prerequisites:** None

**Semester 1:** F at L and O at C  **Semester 2:** Not offered

This course introduces students to the key terms and concepts of contemporary literary criticism. Some are cannily familiar (such as plot and character) while others are uncannily strange (such as ghosts and secrets). Students will be shown how to employ these key terms and concepts as analytical tools for unlocking a variety of texts. They will be invited to adopt different perspectives and viewpoints on the same text. By the end of the course, they will have developed a sound critical approach through the art of sustained thinking, reading and interpretation.

LL104  Islands 1: Real & Imaginary

**Prerequisites:** None

**Semester 1:** Not offered  **Semester 2:** F at L and O at C

This introductory course takes as its focus texts and concepts relating to islands. Students will analyse a broad spectrum of material ranging from short stories, novels, diaries, memories, and histories to songs, images, plays, and films. The course is organised in two parts. The first is a survey of different types of islands, real as well as imagined, while the second accounts for the various character types that have become part of the familiar, often stereotyped, dramatis personae of island literature.
### FACULTY OF ARTS, LAW AND EDUCATION COURSE DESCRIPTIONS

<table>
<thead>
<tr>
<th>Code</th>
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<tbody>
<tr>
<td>LL108</td>
<td><strong>Introduction to Children’s Literature</strong></td>
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<tr>
<td><strong>Prerequisites:</strong></td>
<td>None</td>
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<tr>
<td><strong>Semester 1:</strong></td>
<td>Not offered</td>
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<tr>
<td><strong>Semester 2:</strong></td>
<td>O at C</td>
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Students enrolled in this course will read and critically assess a selection of texts intended for non-adult readers. They will engage with a broad spectrum of narrative types and genres: picture books, poetry, novels, graphic texts, film and animation. This course demonstrates how children’s texts invite readers to take up a position that is never wholly innocent of ideology, ethics, contexts and cultural assumptions.

### LL118 The Languages of the Pacific

| **Prerequisites:** | None                                      |
| **Semester 1:** | O at C                                    |
| **Semester 2:** | Not offered                              |

This course delves into the immense multilingual complexity of the USP region. It outlines where the different groups of languages are spoken, noting the different levels of diversity found in Melanesia, Polynesia and Micronesia. It then examines why there are so many languages in the region, and considers what Linguistics can reveal about historical patterns of migration and settlement of our islands. Finally, it looks at the typical structural patterns of the languages spoken in the Pacific. LL118 will be of interest to students from any discipline who want to know more about the unrivalled linguistic diversity of this region.

### LL122 Introduction to Language Studies

| **Prerequisites:** | None                                      |
| **Semester 1:** | Not offered                              |
| **Semester 2:** | P at C                                    |

This course introduces the key foundations of Linguistics - the scientific study of language and languages. We all use language every day, and yet many people know far less about language and languages than they think they do. This course helps students appreciate the almost infinite variety in language, and shows them how the various languages they speak fit into their society and culture. We use examples from languages spoken throughout the world, and particularly the Pacific, to help demonstrate a number of linguistic issues faced within this region. LL122 will appeal to anyone with an interest in language and communication.

### LL141 Introduction to the French Language

| **Prerequisites:** | None                                      |
| **Semester 1:** | F at L                                    |
| **Semester 2:** | F at L                                    |

The course will provide the student with the means of communicating in ordinary situations. The audio-aural and visual (video) method employed will lay emphasis on oral practice, with written skills being acquired simultaneously. Vocabulary, cultural references, examples, role-playing will have a Pacific orientation.

### LL161 Fijian Language Studies 1 - Vakadidike Vosa Vakaviti 1

| **Prerequisites:** | A working knowledge of Fijian is required. |
| **Semester 1:** | F at L and O at C                        |
| **Semester 2:** | F at L and O at C                        |

This course introduces students to the study of the Fijian language, its major divisions and varieties and the pivotal concepts of its grammar, as well as its relationship to other Austronesian languages. The successful student will, by the end of the course, be familiar with the broad area of Fijian language studies and be equipped with basic linguistic terminology and analytic skills.
**LL162  Fijian Orature/Literature 1 - Umavosa Maroroi Vakaviti 1**

**Prerequisites:** None

**Semester 1:** F at L and P at C  
**Semester 2:** F at L and P at C

This course proceeds from the study of the Fijian language to an introduction to the verbal arts of Fijian society. It also includes a critical history of printed literature which has been adapted/translated from oral sources or translated from or into other literatures, and which have shaped Fijian imagination.

**LL166  Fijian for Beginners**

**Prerequisites:** Not to be taken by students with prior knowledge of Fijian.

**Semester 1:** F at L  
**Semester 2:** F at L

This course is an introduction to Fijian language and culture. It provides the student with basic working information on the language (speaking, understanding, reading, writing) in order to interact and communicate with other speakers while gaining an understanding of the cultural perspectives and practices of the Fijian-speaking culture.

**LL171  Introduction to Hindi**

**Prerequisites:** A working knowledge of Hindi and the Devanagari script.

**Semester 1:** F at L and P at C  
**Semester 2:** Not offered

The aim of this course is to build an understanding of the Hindi language, to develop the user’s skills in the use of Hindi and to enhance thorough understanding and practice the ability to use it with confidence. The course will deal with the formal structure the syntactical patterns and the phonological system of Hindi.

**LL172  Introduction to Hindi Literature**

**Prerequisites:** LL171, a working knowledge of Hindi and the Devanagari script.

**Semester 1:** Not offered  
**Semester 2:** F at L and P at C

This introductory course in Hindi literature will facilitate the general development of a reading habit in Hindi and will cover the major genres. The course will encourage both kinds of reading, extensive and intensive. It will stress the value of wide reading for gaining an intimate knowledge of the resources of Hindi and Indian culture. The primary objective of the course will be the reading and elucidation of selected texts.

**LL176  Conversational Hindi**

**Prerequisites:** Not to be taken by students with prior knowledge of Fiji Hindi

**Semester 1:** Not offered  
**Semester 2:** F at L

This course provides an introduction to conversational Hindi. It enables students to interact and communicate with the Hindi speaking community, both in Fiji and beyond. With the emergence of India as a thriving economic powerhouse, an ability to converse in Hindi opens up new opportunities for employment and travel. Meanwhile, Hindi is one of the major vernacular languages of Fiji, so this course presents the chance to communicate more widely, make new friends or watch Bollywood movies without the subtitles!
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<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Prerequisites</th>
<th>Semester 1</th>
<th>Semester 2</th>
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<tbody>
<tr>
<td>LL181</td>
<td>Chinese Language 1</td>
<td>None</td>
<td>F at L, LTK, E &amp; CI</td>
<td>F at L, LTK, E &amp; CI</td>
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<td>Semester 1: F at L, LTK, E &amp; CI</td>
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<td>The aim of this course is to introduce students to Chinese language studies. It is primarily designed to train students in conversational Mandarin, but will involve other aspects of the language, such as vocabulary, grammar, listening, reading and writing. Students will be encouraged to draw on ideas they have been taught in other subjects. By the end of the course, they will develop the basic requirements for daily communication in Mandarin.</td>
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<tr>
<td>LL202</td>
<td>Contemporary Literary Criticism: Key Terms &amp; Text 2</td>
<td>LL102 or LL104</td>
<td>Not offered</td>
<td>F at L and O at C</td>
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<td>Semester 1: Not offered</td>
<td>Semester 2: F at L and O at C</td>
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<td>Building on LL102, this course introduces students to additional, albeit more sophisticated, key terms and concepts. Students will be asked to assess texts through new and unusual critical frameworks. Telepathy, madness, mesmerism, hunger and villainy are some of the framework concepts to be discussed. Students will be shown how to employ these and other key terms as analytical tools for unlocking a variety of texts. They will be invited to adopt different perspectives and viewpoints on the same text. By the end of the course, they will have developed a sound critical approach through the art of sustained thinking, reading and interpretation.</td>
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<tr>
<td>LL204</td>
<td>Islands 2: Myths &amp; Metaphors</td>
<td>LL102 or LL104</td>
<td>F at L and O at C</td>
<td>Not offered</td>
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<td>Semester 1: F at L and O at C</td>
<td>Semester 2: Not offered</td>
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<td>Building on LL104, this course explores the founding myths and governing metaphors of island literature. It examines the special role of islands in various imaginative, philosophical and historical accounts: islands as spaces inspiring narratives of fantastic voyages and encounters with fabulous creatures; islands as locations for projecting idyllic worlds and communities; islands as testing-grounds for utopian and dystopian projects. Students will explore the role of the castaway myth in conceptions of the sovereign European subject, and its complex presence in colonial and postcolonial texts.</td>
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<tr>
<td>LL211</td>
<td>The Structure of English</td>
<td>LL122 or LL118</td>
<td>F at L and O at C</td>
<td>Not offered</td>
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<td>Semester 1: F at L and O at C</td>
<td>Semester 2: Not offered</td>
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<td>This course focuses on the description and analysis of the structure of English. It looks at the way words are formed (morphology), and then examines the way words are joined together as phrases, then clauses, and then sentences (syntax). It aims to reveal the patterns that underlie English, in ways that will be useful for anyone studying, using or teaching the language. LL211 will be of interest to those who use English on a daily basis, but want to know more about how it actually works! This course is offered as an elective to students from other programmes.</td>
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<tr>
<td>LL215</td>
<td>The Teaching of Pacific Languages</td>
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<td><strong>Prerequisites:</strong> LL161 for the Fijian version; LL171 for the Hindi version</td>
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<td><strong>Fijian version:</strong> Semester 1: F at L and O at C  Semester 2: Not offered</td>
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<tr>
<td><strong>Hindi version:</strong> Semester 1: B at C  Semester 2: Not offered</td>
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<td>This course is offered in two versions: Fijian and Hindi. A student enrolled for a Diploma or major in Pacific Vernacular Language must take the course in the language identified in their programme. The course builds on the students’ general knowledge of linguistics and Pacific languages and aims to acquaint them with some of the fundamental issues related to the use of Pacific languages in education.</td>
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| LL216  | Language Use in the 21st Century Pacific      |
| **Prerequisites:** LL122 or LL118  |
| **Semester 1:** Not offered  Semester 2: O at C  |
| This course examines the way language is used in the Pacific in the current, globalised era. It introduces different frameworks through which to understand 'multilingualism', and uses these to examine a range of linguistic data from speech, writing, music, street signs, graffiti and social media. It helps students to compare this real-life data with institutionalised ideas about how language should be used, and to examine the troubling effects of mismatches between linguistic reality and expectation. LL216 will appeal to students enrolled in a variety of programmes who take an interest in observing social interaction through different lenses. This course is offered as an elective to students from other programmes.  |

| LL231  | Film History & Theory                        |
| **Prerequisites:** None  |
| **Semester 1:** F at L  Semester 2: Not offered  |
| This is a course in film history and theory. It introduces students to seminal moments in cinema history, to important theoretical approaches in film studies as well as to key figures and movies in world cinema. By the end of the course, students will have a better understanding of film history, theory and film aesthetics as well as an appreciation of cinema from different parts of the world.  |

| LL241  | Intermediate French Studies                 |
| **Prerequisites:** None  |
| **Semester 1:** F at L  Semester 2: F at L  |
| By the end of this course, the student will be expected to understand normal spoken and printed colloquial French, as presented in broadcast/recorded and published materials on a wide variety of subjects drawn from the francophone media. They will be able to express intention, justify choices, talk about feelings and emotions, etc. Simple literary texts will also be studied. Speaking and writing skills will be continuously exercised. The course is entirely designed on Moodle with many interactive activities and links to relevant websites for both Face to Face and DFL modes.  |

| LL261  | Fijian Language Studies 2                  |
| **Prerequisites:** LL161  |
| **Semester 1:** Not offered  Semester 2: F at L and O at C  |
| This course builds on the work of LL161. The successful student will, by the end of the course, have mastered the main currents of grammatical discourse and analysis and gained a thorough appreciation of the Fijian language, studied both in its own contexts and in the wider context of Austronesian languages.  |
LL262  Fijian Orature/Literature 2
Prerequisites: LL162
Semester 1: F at L and O at C  Semester 2: Not offered
This course develops the concerns of LL162 and further explores various critical issues regarding the provenance and interpretation of inscribed oral texts. It includes a detailed appreciation of different types of narrative and of poetry within the different vanua repertoires as well as in library and archival collections. The course is intended to create a broader appreciation of the extent of Fijian orature/literature, a mastery of recording methods and analytical skills within the contexts of literature and culture studies.

LL271  Varieties of Hindi
Prerequisites: LL171 or LL172
Semester 1: B at C  Semester 2: Not offered
There are two components to this course: a more advanced study of the Hindi language, and the use of Hindi according to the mode of communication and the relationship between the user and the audience. The latter will deal with the characteristics of Hindi used for different purposes, such as formal and informal communication, instructions, administration, sports commentary, journalistic reportage, advertising, political speeches, religious functions. The course will also examine the relationship between standard Hindi and Fiji Hindi.

LL272  Hindi Prose Fiction
Prerequisites: LL171 or LL172
Semester 1: Not offered  Semester 2: F at L and P at C
The course examines Hindi prose fiction as a distinctive body of writing. It traces its origin and milieu and engages in the study of the language, cultural concerns and aesthetic values of representative texts. Students will evaluate the literary and cultural traditions, pervasive tendencies, narrative form and critical systems of Hindi prose fiction.

LL281  Chinese Language 2
Prerequisites: LL181 or students who get the permission of the HOD; non-USP students who complete Advanced Conversational Chinese
Semester 1: F at L, LTK, E & CI  Semester 2: F at L, LTK, E & CI
This course builds on LL181 and LL182 and enables students to communicate with increasing confidence in the Chinese language. Students will be asked to speak about more intricate matters, such as their personal interests and travel plans. After learning the basic strokes, strokes orders and character composition rules, they will be able to recognise and to write complex characters. Chinese social customs and common expressions will be explained in class.

LL305  Others 1: Figures of Difference
Prerequisites: LL202 or LL204
Semester 1: F at L and O at C  Semester 2: Not offered
This course analyses representations of ontological and social difference in gender, race, nationality, physicality and humanity. It explores the ways in which different narrative forms present and engage with notions of otherness, from women to slaves, from vampires to ghosts.
Through close readings of novels, short stories, plays, poems and films the course will present thorough literary and theoretical pictures of the way in which we engage with the fear, attraction and mystique that surrounds discourses of hierarchy, power and alterity.

**LL306  Others 2: Performances of Difference**

**Prerequisites:** LL202 or LL204

**Semester 1:** Not offered  **Semester 2:** F at L and O at C

Building on Others 1, this course continues to analyse engagements with difference through the figure of the other, this time focusing on more challenging notions of space, social structures, politics, dystopias and ontological identity. The theoretical and literary texts engage with new differences caused or exacerbated by modern power struggles and advancement in technologies. This course reads the way in which society struggles to engage with otherness within itself, and the otherness that is thought to threaten from outside. In looking at different forms of the other it seeks to impart to students a more sensitive and mature understanding of identity and humanity.

**LL307  Texts & Commodities**

**Prerequisites:** LL202 or LL204

**Semester 1:** Not offered  **Semester 2:** F at L

Texts and commodities are closely interwoven entities. If it is true that texts engage imaginatively and fantastically with complex material worlds founded on the pursuit of commodities (such as sugar, slaves, spices, ivory, whales, oil, opium, tea and perfume), then it is equally true that cultural texts, as hard facts (say, books or films), count as commodities within this world. Although aesthetics cannot be reduced to economics or politics (or they to mere aesthetics), the latter are intimately bound up with the former. Students will be shown how critical approaches to texts, together with their imaginative concerns, cannot be decoupled from the complex history of various commodities.

**LL311  English in the Pacific**

**Prerequisites:** LL122 or LL118

**Semester 1:** F at L and O at C  **Semester 2:** Not offered

This course examines English specifically as it is used in the Pacific. It begins by tracing the spread of English - as a colonial language, a language of globalisation, and an international lingua franca. It considers different varieties of English, and discusses what is meant by 'Pacific English'. It examines the role that English plays throughout our region, and considers the deep-rooted beliefs and attitudes that are held regarding this language. LL311 gives students from a variety of programmes a valuable opportunity to reflect critically on a language that is afforded such a high role and status in the region. This course is offered as an elective to students from other programmes.

**LL317  Applied Linguistics**

**Prerequisites:** LL122 or LL118

**Semester 1:** Not offered  **Semester 2:** F at L

This course introduces students to the field of Applied Linguistics, which is an interdisciplinary area of research into a range of language-related issues. The issues covered include stylistics, translation, dictionary making, multilingualism, language planning, and second language learning. These are real life applications of language in operation all around us in the Pacific, and the course will consider both theoretical and practical aspects of these endeavours. LL317 is a course that
will be of interest to students who are interested in the way language interacts with real-world issues and problems in their own countries. This course is offered as an elective to students from other programmes.

**LL319 Selected Topics in Linguistics**

**Prerequisites:** LL211 or LL212

**Semester 1:** Not offered  
**Semester 2:** F at L

Different topics may be the focus of this course in different semesters and may include: sociolinguistics, history of English, discourse analysis, stylistics, comparative linguistics, Pidgins and Creoles, World Englishes, etc.

**LL331 Creative Texts**

**Prerequisites:** Approval of Head of School

**Semester 1:** F at L  
**Semester 2:** Not offered

This aim of this course is to give students guided experience in the writing of short stories, poems, plays, screenplays, memoir, travel essays and other imaginative genres. It is intended as a practical exercise in creative skills and is not restricted to students of literature. Students from any department or school within the university may apply for entry.

**LL341 Advanced French**

**Prerequisites:** None.

**Semester 1:** F at L  
**Semester 2:** F at L

This course is an advanced language course that will provide knowledge and skills in French to understand the main points of clear standard speech on familiar subjects in work, school and leisure. It will enable students to manage in most situations that occur when travelling in a region where the language is spoken, to produce a cohesive text on familiar or professional subjects, to narrate an event, an experience, a dream or a goal, and to outline reasons or explanations. At the end of the course, there will be opportunities to sit for an internationally-recognised Diploma in French (DELF).

**LL342 French for Business**

**Prerequisites:** None.

**Semester 1:** F at L  
**Semester 2:** F at L

This course is a language course designed for students nearing graduation, which will provide them with knowledge and skills in Business French. The course will focus on the capacity to communicate and negotiate in a corporate environment. Students will learn about French culture in business. On completion, students will have knowledge in French and advanced understanding of the way to behave in a commercial situation, and there will be opportunities to sit for an internationally-recognised Diploma in French (DELF).

**LL362 Orality, Literacy & Culture**

**Prerequisites:** LL262 and LL162

**Semester 1:** Not offered  
**Semester 2:** F at L and O at C

This course builds on LL162 and LL262, studies in Fijian orature and literature in Fijian, in its various formations and contexts. LL362 invites students to specialise in selected verbal icons and institutions of Fijian culture, and challenges them to delve more deeply into the cultural symbols...
and metaphors that underpin ritual, ceremonial and cultural behaviour. The course will also examine issues in Fijian literacy.

**LL371 Cultural Studies**

**Prerequisites:** A working knowledge of Hindi is required.

**Semester 1:** Not offered  
**Semester 2:** B at C

The course will introduce the field of cultural studies in Hindi, including Fiji-Hindi texts, define its overlapping subject matter, and encourage students to work on one or two major areas of study such as history of cultural studies, gender and sexuality, race and ethnicity, popular culture, identity politics, global culture, post-colonialism, pedagogy, discourse and texuality, and research on language, culture and aesthetics.

**LL372 Culture, Literature & Language**

**Prerequisites:** One of LL215, LL271, LL272 or approval of Head or nominee

**Semester 1:** B at C  
**Semester 2:** Not offered

This course is intended to offer an in-depth study of Indian culture and is not designed exclusively for students of literature and language. The course will involve explorations of the relationships between language, literature and cultural values and influences, with specific reference to Fiji Island societies. Comparisons will be made between cultural value inherent in the language(s) used and the influences from other cultures both within and outside Fiji.

**LL381 Chinese Language 3**

**Prerequisites:** None.

**Semester 1:** Not offered  
**Semester 2:** F at L, LTK, E & CI

This course follows on from LL181 and LL281. This advanced course will enable students to communicate in greater depth. By using an advanced range of vocabulary, students are expected to talk about more complicated topics, such as interests, plans and travelling. After learning the basic strokes, stroke orders and character composition rules, students will be able to recognise and write more complex characters. Chinese social customs, usual usage and common expressions will also be covered. On completion of this course, there will be opportunities to be assessed for the internationally-recognised Chinese proficiency test, HSK.

**LL382 Chinese for Business**

**Prerequisites:** None.

**Semester 1:** Not offered  
**Semester 2:** Not offered

Designed for students nearing graduation, this course introduces a broader range of topics and text types related to business. It provides students with knowledge and skills in Business Chinese and enables them to use Chinese with more confidence to fulfil more challenging tasks, emphasising the acquisition of skills and self-awareness, and the development of personal values. Each part of the course allows students to explore in context cultural aspects of Chinese at an advanced level and understand the way to behave in commercial situations. On completion, there will be opportunities to be assessed for the internationally-recognised Business Chinese Test, BST.
LL401  Studies in Pacific Literature in English

**Prerequisites:** Admission to Postgraduate Diploma in Literature

**Semester 1:** F at L  
**Semester 2:** Not offered

This course will look at specific aspects of the development of literature in English in the South Pacific, observing how the new literature views the various cultures of the Pacific and how regional writers are reshaping the conventional form to suit their individual visions. Study will involve both original works and published literary criticism of them.

LL402  Studies of Women Authors

**Prerequisites:** Admission to Postgraduate Diploma in Literature

**Semester 1:** F at L  
**Semester 2:** Not offered

This is a specialized unit in gender studies that brings in the various modalities of women authors. The texts and authors are selected on a consultative basis with students in addition to the core materials determined by the coordinator.

LL403  Creative Texts

**Prerequisites:** Admission to Postgraduate Diploma in Literature

**Semester 1:** F at L  
**Semester 2:** Not offered

LL403 is a course that introduces a collaborative approach to scripting, structuring, filming, acting in and editing a short film production. Prior experience of creative writing or film production would be useful but not necessary. All aspects of training in writing and film production will be provided during the course of the semester.

LL406  Studies in Literary Theory

**Prerequisites:** Admission to Postgraduate Diploma in Literature

**Semester 1:** Not offered  
**Semester 2:** F at L

This course explores major areas in the broad range of literary theory. The shape of the course will change periodically. It may include a historical survey or it may focus on a particular approach-like cultural studies or feminism or structuralism or deconstruction – or it may trace a given problem through the work of several theorists and periods. The course is intended to assist the prospective postgraduate researcher in locating a theoretical construct within which to work.

LL407  Study of a Selected Author

**Prerequisites:** Admission to Postgraduate Diploma in Literature

**Semester 1:** Not offered  
**Semester 2:** F at L

This course concentrates on the study of a selected author from a particular literary period. The course moves from biography to major works and uses a broad based critical approach.

LL410  Study of a Selected Genre

**Prerequisites:** Admission to Postgraduate Diploma in Literature

**Semester 1:** Not offered  
**Semester 2:** F at L

This course involves a detailed examination of a selected literary genre or sub-genre: postcolonial novel, narrative, satire, film script, tragedy, radio drama, sonnet, romance, epic, etc. Material may be drawn from a single tradition or from several cultural sources and may involve cross-cultural comparative study.
LL413  Sociolinguistics

Prerequisites: Admission to Postgraduate Diploma in Linguistics

Semester 1: B at C  Semester 2: Not offered

The course involves a detailed study of selected topics in micro- and macro-sociolinguistics. The course examines the complex relationship of language to such social factors as age, gender, ethnicity and social class.

LL416  Language Acquisition & Multilingualism

Prerequisites: Admission to Postgraduate Diploma Arts in Linguistics or Postgraduate Diploma Arts in Applied Linguistics and English Language Teaching

Semester 1: Not offered  Semester 2: B at L and O at C

This course provides in-depth coverage of the way first and subsequent languages are acquired and learned, with specific reference to the Pacific context. The course addresses the acquisition of one or more languages in a non-school environment, as well as formal, classroom-based teaching and learning. Topics covered include the roles of input, motivation and explicit instruction within language learning, theoretical perspectives on bilingualism and multilingualism, models of bilingual and multilingual education, and different approaches to the teaching of vernaculars and languages of wider communication.

LL418  Integrating the Four Skills in English

Prerequisites: Admission to Postgraduate Diploma Arts in Applied Linguistics and English Language Teaching

Semester 1: Not offered  Semester 2: Not offered

This course covers both theoretical and practical approaches to the teaching and assessment of English as it is used in academic context. It takes an integrated approach to what has traditionally been the 'four skills' of reading, writing, listening and speaking, and helps teachers teach beyond the test to foster active users of English. It moves teachers away from a surface-level understanding of 'skills' and enables them to prepare curricular and assessments that will foster meaningful and relevant use of the language.

LL419  Technologies. Texts & Techniques for English Language Teaching

Prerequisites: Admission to Postgraduate Diploma Arts in Applied Linguistics and English Language Teaching

Semester 1: Not offered  Semester 2: Not offered

This course is a very practical course that focuses on teaching strategies for the classroom. It provides hands-on experience working with innovative technologies to develop teachers’ skills in the use of new tools when preparing and developing the curriculum. It provides strategies for getting the most out of prescribed texts and text books, creating new texts based on learner needs, and transforming resource-poor teaching environments. It provides practical techniques for a range of elements that may include error correction, the promotion of fluency, and the integration of language and academic content from across the curriculum.
LL426 Advanced Language Analysis

Prerequisites: Prerequisites: Admission to Postgraduate Diploma Arts in Linguistics or Postgraduate Diploma Arts in Applied Linguistics and English Language Teaching

Semester 1: Not offered  
Semester 2: B at L and O at C

This course provides advanced training in the analysis of language, focusing on the phonological, morpho-syntactic and semantic elements of English and Pacific languages. English teachers will learn to apply these analytic techniques to practical classroom approaches that will transform the teaching of English pronunciation, grammar and vocabulary in the context of the Pacific region. Students intending to pursue a research degree in Descriptive Linguistics will learn to apply these analytic techniques to a detailed description of one or more Pacific languages.

LL600F Language & Literature SRP (Full-Time)  
LL600P Language & Literature SRP (Part-Time)  
LL700F Language & Literature Master’s Thesis (Full-Time)  
LL700P Language & Literature Master’s Thesis (Part-Time)  
LL800F Language & Literature PhD Thesis (Full-Time)  
LL800P Language & Literature PhD Thesis (Part-Time)  

LS205 Management of Library Information Centres

Prerequisites: LS203 or LS204

Semester 1: P at C  
Semester 2: Not offered

This course studies the theories and principles of management highlighting the systems approach as applied to libraries/information centres. It covers personnel management and supervision, preparation of budgets and records management, describes considerations in the physical planning of libraries and the problems of maintenance of buildings, facilities and resources. Planning of promotional services and communication skills are highlighted. Provides a management perspective on library automation plans and the application of artificial intelligence systems.

LS310 Information Environment Today

Prerequisites: LS205 strongly recommended.

Semester 1: Not offered  
Semester 2: P at C

This course examines library management challenges for Pacific libraries in the 21st century. Students consider concepts such as the information society, copyright and intellectual property, as well as issues arising from automation and digitisation, and reflect on how these affect traditional services in the Pacific. Students develop strategies to prepare academic, public, school and special libraries to meet current and future challenges. Access to the Internet is essential, and course materials are supplemented by web-based information.
COURSE DESCRIPTIONSFACULTY OF ARTS, LAW AND EDUCATION

COURSE DESCRIPTIONSFACULTY OF ARTS, LAW AND EDUCATION

LW110  Law & Society

Prerequisites: None
Semester 1: F at L & E and O at C***  Semester 2: Not offered

This course considers, among other things, the question of what is law and the difference between law, justice, ethics and morality. It also looks at the different types of legal systems including the criminal and civil justice systems. The question of who decides law and justice issues, the sources of law and the historical development of law in the South Pacific is also considered as well as current issues for law and lawmakers.

LW111  Courts & Dispute Resolution 1

Prerequisites: None
Semester 1: F at L & E and O at C***  Semester 2: Not offered

This course introduces first-year students to the skills essential to the practice of law: analysis, writing, and oral advocacy. Study of the court structure, process and personnel, the nature of legal reasoning and the doctrine of precedent establish the framework through which students will learn to draft clear and concise predictive legal analysis using grammatical English. Students enrolled in face-to-face mode will also begin to develop oral advocacy skills through presentations in tutorials.

LW112  Legislation

Prerequisites: None
Semester 1: Not offered  Semester 2: F at L & E and O at C***

This course considers how Parliaments work as law-making bodies. It looks at the history of Parliaments in the South Pacific and the operation of South Pacific, United Kingdom and other statutes. Other matters to be considered include the Constitution and statutes as sources of law; types of legislation; reporting legislation; introduction to the rules concerning statutory interpretation; legal language.

LW113  Courts & Dispute Resolution 2

Prerequisites: None
Semester 1: Not offered  Semester 2: F at L & E and O at C***

This course builds on the skills developed in LW111 Courts and Dispute Resolution I and introduces students to legal research. The nature of legal reasoning will be examined in greater depth, particularly with respect to the determination of issues and the resolution of legal complexities. The focus writing exercises will shift from predictive to persuasive legal analysis, with continued emphasis on the importance of grammatical English expression. Finally, students enrolled in face-to-face mode will continue to develop their oral advocacy skills through the presentation of longer, and more formal arguments in court settings.

LW201  Law of Contract 1

Prerequisites: LW110 and LW111 and LW112 and LW113, UU100 and UU114
Semester 1: F at L & E and O at C***  Semester 2: Not offered

This course is designed to be the first of two courses on the law of contract. The second is the second semester course LW202 Law of Contract II. The course commences with an introduction to contract law and a consideration of its place within the legal systems of the USP region,
including an examination of contract and customary law. This is followed by an examination of
the requirements that are necessary to the formation of a contract. The course also deals with
contractual terms and considers the relationship between the law of contract and the doctrine of
estoppel.

### LW202 Law of Contract 2

**Prerequisites:** LW110 and LW111 and LW112 and LW113, UU100 and UU114

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<tr>
<th>Semester 1:</th>
<th>Not offered</th>
<th>Semester 2:</th>
<th>F at L &amp; E and O at C***</th>
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</thead>
</table>

This course is the second of two courses in contract law and follows LW201 Law of Contract I.
This course examines the circumstances in which a contract may be set aside by the courts. This
includes where one of the parties to the contract is under a disability, and the doctrines of mistake,
undue influence, unconscionability and illegality. This course also considers the way in which a
valid contract is discharged. Remedies for breach of contract are also examined.

### LW203 Torts 1

**Prerequisites:** LW110 and LW111 and LW112 and LW113, UU100 and UU114

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<tr>
<th>Semester 1:</th>
<th>F at L &amp; E and O at C***</th>
<th>Semester 2:</th>
<th>Not offered</th>
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</thead>
</table>

This course is designed to be the first of two courses on the law of torts and to precede LA204.
This course examines trespass to the person and related areas, principles of negligence including
special topics, e.g. defective products, defective promises, employer’s liability to employees,
statutory torts, general defences, assessment of damages, death in relation to tort, loss distribution.

### LW204 Torts 2

**Prerequisites:** LW110 and LW111 and LW112 and LW113 and UU100 and UU114

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<thead>
<tr>
<th>Semester 1:</th>
<th>Not offered</th>
<th>Semester 2:</th>
<th>F at L &amp; E and O at C***</th>
</tr>
</thead>
</table>

This course is designed to be the second of two courses on the law of torts and to follow LW203
Torts I. It examines in detail defamation, passing off (interference with intellectual property)
nuisance and related topics. It also examines the law relating to the identification and quantification
of different damages, and the use of equitable remedies such as injunctions.

### LW205 Criminal Law & Procedure 1

**Prerequisites:** LW110, LW111, LW112, LW113, UU100 and UU114

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<tr>
<th>Semester 1:</th>
<th>F at L &amp; E and O at C***</th>
<th>Semester 2:</th>
<th>Not offered</th>
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</thead>
</table>

This course commences with a general introduction to the theory and practice of criminal
law, examining the sources of criminal law in the South Pacific, and the doctrines involved in
establishing criminal liability. The course then proceeds to consider a number of discrete areas
of substantive criminal law, including homicide (murder, provocation and manslaughter), assault
and related offences, sexual offences, property offences (including white collar crime) and public
order offences.

### LW206 Criminal Law & Procedure 2

**Prerequisites:** LW110, LW111, LW112, LW113, UU100 and UU114

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<tr>
<th>Semester 1:</th>
<th>Not offered</th>
<th>Semester 2:</th>
<th>F at L &amp; E and O at C***</th>
</tr>
</thead>
</table>

There are three major parts to the course. The first is an examination of the most commonly
used criminal defences, including intoxication, self defence, insanity, automatism, duress,
coercion, mistake and also a number of issues in defences. The second part of the course
moves on to examining in detail a number of doctrines involved in criminal law, including participation in crime and preparatory offences. The third part of the course is concerned with criminal procedure and the criminal justice system as it operates within the South Pacific region.

**LW300  Property Law 1**

**Prerequisites:** LW201, LW202, LW203, LW204, LW205, LW206, UU200 and UU204  
**Semester 1:** F at E and O at C**  
**Semester 2:** Not offered

The aim of this course is to provide an understanding of general principles of property law. In particular the course considers the concept of property and its significance in society, the nature and range of interests and rights that people can have in relation to property, and the ways in which law is used to regulate, control and protect the acquisition, use and alienation of property. Consideration is given to personal property, including intellectual property and real property within the context of the laws and customs of the countries within the USP region. LW300 provides the foundation for LW301.

**LW301  Property Law II**

**Prerequisites:** LW201, LW202, LW203, LW204, LW205, LW206, UU200 and UU204  
**Semester 1:** Not offered  
**Semester 2:** F at E and O at C**

This course concentrates on introduced land law. In particular, there will be considerations of freehold estates, perpetual estates, fixed term estates, inheritable estates, commoners’ allotments, leasehold estates; the registration system for such estates; and the physical planning legislation that regulates the use of such land in many countries of the USP region.

**LW302  Equity & Trusts**

**Prerequisites:** LW201, LW202, LW203, LW204, LW205, LW206, UU200 and UU204  
**Semester 1:** F at E and O at C**  
**Semester 2:** Not offered

This course examines the operation of equitable doctrines and trust law principles in common law systems with a focus on their application in the countries of the USP region. It covers the history of the equitable jurisdiction and their local application, concepts of equitable property, and the introduction to several of the major principles, doctrines and remedies of equity. It also provides the students with an understanding of different types of trusts; such as express, resulting and constructive trusts. Students are also introduced to the basic principles relating to the creation and winding up of trusts, trust administration, the rights, duties, powers and liabilities of a trustee and the rights and interests of trust beneficiaries.

**LW303  Succession**

**Prerequisites:** LW201, LW202, LW203, LW204, LW205, LW206, UU200 and UU204  
**Semester 1:** Not offered  
**Semester 2:** Not offered

This course deals with the principles of law of testate and intestate succession as applied in the countries of the South Pacific region. It examines topics such as the making of wills, including custom and privileged wills, and the formal and substantial requirements for wills. It also considers revocation, revival and republication of wills, the nature of testamentary gifts, the rules relating to the construction of wills, and the rules relating to the distribution of intestate property. The final part of the course is concerned with the legal requirements relating to the administration of deceased estates, the duties of personal representatives, the winding up of the estate, and family provision legislation.
LW304  Legal Drafting
Prerequisites: LW201, LW202, LW203, LW204, LW205, LW206, UU200
Semester 1: Not offered  Semester 2: F at E and O at C**

This course begins with an examination of the principles of statutory interpretation. It proceeds to the intensive development of skills required to competently draft legal documents. Ambiguity, vagueness, gender neutral language, plain English and tabulation of paragraphs are considered. These and related skills are further developed in the context of specific types of documents including contracts, deeds, sworn statements, legislation and other specific types of documents. The course includes the identification and incorporation of clients’ instructions and policy goals into legal documents.

LW305  Current Developments in Pacific Law
Prerequisites: LW201, LW202, LW203, LW204, LW205, LW206, UU200 and UU204
Semester 1: Not offered  Semester 2: F at E and O at C**

This course provides students with an opportunity to study and debate socio-legal developments in Pacific countries that are of current significance. It has a focus on law reform and prepares students to contribute to law reform initiatives in their own countries in the future.

LW306  Legal Ethics
Prerequisites: LW201, LW202, LW203, LW204, LW205, LW206, UU200 and UU204
Semester 1: F at E and O at C**  Semester 2: Not offered

Any person studying for a professional degree should have some knowledge of the ethical principles upon which the practice of all professions is based. Students of law in particular require an understanding not only of the organisation, nature, structure, practice and operation of the legal profession, but also an appreciation of the ethics which impact upon their work as lawyers’ and their relationship with the community. The duties imposed on the lawyer can be seen as being grounded in ethics. These duties, to the court and to the client, will be considered in this course.

LW307  Evidence
Prerequisites: LW201, LW202, LW203, LW204, LW205, LW206, UU200 and UU204
Semester 1: O at C  Semester 2: Not offered

This course aims to provide an understanding of the law relating to the production of evidence in courts and tribunals of first instance in countries of the USP region. This course examines in detail the kinds of evidence, the onus and standard of proof, matters that do not need to be proved, matters that may be proved, matters that may not be proved, evidence which cannot be accepted without corroboration, and evidence which must be accepted with caution and the exclusionary rules and exceptions. This course also considers skills of advocacy relating to and the public policies that underlie the rules of evidence in relation to the production of evidence.

LW308  Constitutional Law
Prerequisites: LW201, LW202, LW203, LW204, LW205, LW206, UU200 and UU204
Semester 1: F at E and O at C**  Semester 2: Not offered

This course examines the law relating to the constitutions of countries of the South Pacific. This course examines in some detail the provisions of written constitutions, relating both to government and to fundamental rights and freedoms, also to judicial remedies for
contravention of the provisions of a written constitution. In addition this course considers legislation, principles of common law and equity and rules of customary law to the extent that they relate to the constitutions of countries of USP region.

**LW309 Administrative Law**

**Prerequisites:** LW201, LW202, LW203, LW204, LW205, LW206, UU200 and UU204

**Semester 1:** Not offered  
**Semester 2:** F at E and O at C**

This course provides an understanding of administrative law and its application in the countries of the South Pacific. The course examines in detail the principles of judicial review of decisions by public officials and institutions, in particular the principles of lack and excess of jurisdiction, abuse of power, error of law, unfairness, repugnancy and uncertainty. The course also examines the scope and availability of the remedies that can be provided by the courts.

**LW310 Family Law**

**Prerequisites:** LW201, LW202, LW203, LW204, LW205, LW206, UU200 and UU204

**Semester 1:** Not offered  
**Semester 2:** Not offered

The purpose of this course is to provide some understanding of the law relating to the family in countries of the USP Region. This course will examine in some detail marriage, dissolution of marriage, nullity of marriage, separation, legitimacy and legitimisation of children, custody, guardianship, maintenance and adoption of children, as provided under legislation, common law and equity and custom. The course will also consider the distribution of income and property between family members and the recognition of overseas orders and decrees relating to the family.

**LW312 E-Commerce Law**

**Prerequisites:** LW201, LW202, LW203, LW204, LW205, LW206, UU200 and UU204

**Semester 1:** Not offered  
**Semester 2:** Not offered

This course is one which will normally be offered by an academic visitor or member of staff in the School covering an area of specialised interest which is not otherwise provided for in the curriculum.

**LW314 Special Topic**

**Prerequisites:** LW201, LW202, LW203, LW204, LW205, LW206, UU200 and UU204

**Semester 1:** Not offered  
**Semester 2:** Not offered

**LW317 Health Law & Ethics**

**Prerequisites:** LW201, LW202, LW203, LW204, LW205, LW206, UU200 and UU204

**Semester 1:** Not offered  
**Semester 2:** Not offered

This course deals with the relationship between the law and those in the health-care professions. The relationship between the law and medicine also involves questions of ethics. Topic areas covered by the course include: consent to medical treatment, medical negligence, death and dying, access to medical records, confidentiality, abortion, surrogacy, expert medical witnesses and complaints against health care professionals and professional misconduct.
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<tr>
<th>Code</th>
<th>Title</th>
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<tbody>
<tr>
<td>LW322</td>
<td>Intellectual Property Law</td>
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<td><strong>Prerequisites:</strong> LW201, LW202, LW203, LW204, LW205, LW206, UU200 and UU204</td>
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<tr>
<td><strong>Semester 1:</strong> Not offered</td>
<td><strong>Semester 2:</strong> Not offered</td>
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<td>This course introduces students to the major categories of intellectual property, namely copyright, patent, trademarks, designs, confidential information, trade secrets, character merchandising and passing off. It also considers the global nature of intellectual property and in particular examines the international agreements and conventions that govern intellectual property in the world today. The course provokes students to examine the law of intellectual property critically by focussing on some of the issues of relevance to the region today, such as the role of intellectual property in protecting traditional knowledge and culture and biological resources.</td>
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<td>LW324</td>
<td>European Union Law Relating to the Pacific</td>
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<td><strong>Prerequisites:</strong> LW201, LW202, LW203, LW204, LW205, LW206, UU200 and UU204</td>
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<tr>
<td><strong>Semester 1:</strong> Not offered</td>
<td><strong>Semester 2:</strong> Not offered</td>
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<td>The aim of this course is to provide an understanding of the legal and political systems of the European Union (EU) and its relations with Third Countries outside the EU. Students will be introduced to the classic EU law, consisting of constitutional law and internal market law. Moreover, EU’s role as a key player in a globalised setting will be discussed. Here, the course will focus on current EU involvement in the South Pacific and the relevant legal arrangements as part of EU’s external economic and development policies. In addition, current and future challenges for the South Pacific as well as regional integration developments will be discussed against the background of legal agreements such as PICTA, PACER and Economic Partnership Agreements with the EU.</td>
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<td>LW330</td>
<td>Public International Law</td>
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<td><strong>Prerequisites:</strong> LW201, LW202, LW203, LW204, LW205, LW206, UU200 and UU204</td>
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<tr>
<td><strong>Semester 1:</strong> Not offered</td>
<td><strong>Semester 2:</strong> F at E and O at C**</td>
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<td>The aim for this course is to provide an understanding of the law relating to international and Regional relations between states, and relating to international institutions. The course examines in detail the sources of public international law, and the rights, powers and duties of states, Regional and international institutions and representatives.</td>
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<td>LW331</td>
<td>Human Rights</td>
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<td><strong>Prerequisites:</strong> LW201, LW202, LW203, LW204, LW205, LW206, UU200 and UU204</td>
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<td><strong>Semester 1:</strong> F at E</td>
<td><strong>Semester 2:</strong> Not offered</td>
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<td>The aim of this course is to provide an understanding of aspects of the law relating to the rights and freedoms of individuals in countries of the USP Region. Individual rights are considered in the context of international and Regional human rights institutions and conventions and the legislative provisions of the countries of the USP Region. Challenges to the formulation and adoption of universal models of rights are examined, particularly those relevant to the Region. The course examines in some detail matters such as rights of citizenship and residency, rights to liberty and freedom from unlawful arrest, search and questioning, rights to freedoms of conscience, expression, movement, association and assembly, rights of property and the issues of equality. The course also looks at the means available for the protection of such rights and freedoms.</td>
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COURSE DESCRIPTIONS
FACULTY OF ARTS, LAW AND EDUCATION

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<tr>
<th>Code</th>
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<tr>
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<td><strong>KEY TO CAMPUS CODES</strong></td>
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<tr>
<td>A</td>
<td>Alafua, CI = Cook Islands, E = Emalus, K = Kiribati, LAB = Labasa, L = Laucala, LTK = Lautoka, NA = Nauru, NI = Niue, RMI = Republic Marshall Islands, SI = Solomon Islands, TOK = Tokelau, TON = Tonga, TU = Tuvalu</td>
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<thead>
<tr>
<th>LW334</th>
<th>Serious Financial Crimes</th>
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<tbody>
<tr>
<td>Prerequisites: LW201, LW202, LW203, LW204, LW205, LW206, UU200 and UU204</td>
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<tr>
<td>Semester 1: Not offered Semester 2: Not offered</td>
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<tr>
<td>This course examines the complex webs which may be used as cover for the commission of serious financial crimes. The following represent some of the topic areas included in the course: The basic legal structure of incorporated bodies such as, companies, charities and trusts; company and related accounts and financial statements; operations of off-shore centres and tax havens; legal and financial aspects of money laundering; financing of major international criminal activities such as, human trafficking; narcotics trafficking and terrorism; internet and computer fraud; regional and global regulatory mechanisms and applicable laws and conventions.</td>
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<thead>
<tr>
<th>LW340</th>
<th>Pacific Land Tenure</th>
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<tbody>
<tr>
<td>Prerequisites: LW201, LW202, LW203, LW204, LW205, LW206, UU200 and UU204</td>
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<tr>
<td>Semester 1: Not offered Semester 2: Not offered</td>
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<tr>
<td>The aim of this course is to provide some understanding of systems of land tenure in countries of USP region. This course will examine in some detail the rights and interests in land recognised under customary law in the countries. In addition this course will consider the extent to which such rights and interests can be registered and the effect of registration and non-registration.</td>
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<tr>
<th>LW341</th>
<th>Customary Law</th>
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<td>Prerequisites: LW201, LW202, LW203, LW204, LW205, LW206, UU200 and UU204</td>
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<tr>
<td>Semester 1: Not offered Semester 2: Not offered</td>
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<td>The object of this course is to provide an overview of the meaning and context of customary law in countries of the USP Region. The course begins with a consideration of some general aspects of customary law; such as the general nature and characteristics of customary law; the extent to which it is recognised by constitutions, statutes and cases in different countries of USP region; the ways in which customary law can be pleaded and proved, and the way in which conflicts about it can be resolved before the courts. Then the course examines the scope of recognition and application in Pacific Island countries of customary law in particular subject areas such as land, personal property, succession, contracts, torts, criminal matters, marriage, termination of marriage, legitimacy and adoption of children.</td>
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<tr>
<th>LW352</th>
<th>Regional Environmental Law</th>
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<tbody>
<tr>
<td>Prerequisites: LW201, LW202, LW203, LW204, LW205, LW206, UU200 and UU204</td>
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<tr>
<td>Semester 1: Not offered Semester 2: F at E and O at C**</td>
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<tr>
<td>The objectives of this course are to provide students with an understanding of the main environmental issues in South Pacific nations, the environmental law regimes in South Pacific nations, and the interaction between national and international environmental laws. This course builds upon the knowledge and skills gained in International Environmental Law, although it takes a national rather than international perspective. It addresses the mechanisms by which issues debated at the international level are translated into local action or legislation. Ways in which constitutional, administrative and judicial structures impact upon the implementation of environmental law will be examined. Where legislation is non-existent or largely ineffective, possible reforms will be discussed.</td>
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LW353  International Environmental Law

**Prerequisites:** LW201, LW202, LW203, LW204, LW205, LW206, UU200 and UU204

**Semester 1:** Not offered  **Semester 2:** Not offered

The general aims of this course are to raise awareness of students with respect to global and Regional environmental law issues and to enhance critical thinking with respect to environmental law making, its implementation and enforcement on a global and Regional level. The objective of this course is to provide students with an understanding of the nature of International Environmental Law and its main sources, the law of treaties and soft law instruments, the international environmental legal system and its main actors: states, international organisations and non-government organisations, the emergence and evolution of environmental principles which are shaping international environmental law and policy as well as ethics, the international and Regional environmental agreements and organisations to which Pacific Island Countries have become contracting Parties and how these influence domestic legal reform.

LW355  Law of the Sea

**Prerequisites:** LW201, LW202, LW203, LW204, LW205, LW206, UU200 and UU204

**Semester 1:** F at E and O at C**  **Semester 2:** Not offered

This course focuses on the legal regime, which regulates the public aspects of marine spaces and marine resources. It covers aspects of international law and domestic laws of states which regulate such matters as claims to and delimitation of marine zones, functional uses of the seas and dispute settlement. Study will be in the context of the USP region and contemporary issues, which apply to the topic, will be examined.

LW356  Marine Law

**Prerequisites:** LW201, LW202, LW203, LW204, LW205, LW206, UU200 and UU204

**Semester 1:** Not offered  **Semester 2:** F at E and O at C**

This is a unique course because it combines elements of traditional law courses such as Law of the Sea, Maritime Law, Shipping Law and Admiralty Law into a single course. Therefore, it focuses on public aspects of the seas (such as baseline demarcation, maritime boundary and delimitation and jurisdiction of states over fishing, navigation, protection and preservation of the marine environment) with private aspects of the use of the seas (such as operation of ships, carriage of goods, marine insurance, admiralty jurisdiction etc). It also includes marine environmental protection, insurance and liability for pollution and marine casualties. Therefore, it provides a bird’s eye view of the law pertaining to the sea and its uses, especially within the Pacific region.

LW370  Company & Partnership Law 1

**Prerequisites:** LW201, LW202, LW203, LW204, LW205, LW206, UU200 and UU204

**Semester 1:** Not offered  **Semester 2:** Not offered

This course is designed to provide an understanding of law relating to companies and partnership in the countries of the USP region. In addition, the course is aimed at developing a more focused ability to interpret and apply the law relating to companies and partnerships in the context of the South Pacific jurisdictions. The course examines in detail the nature and formation of registered companies and partnerships. The course also considers issues in capital and maintenance of capital and the management of companies and partnerships.
LW371  Company & Partnership Law 2

Prerequisites: LW201, LW202, LW203, LW204, LW205, LW206, UU200 and UU204

Semester 1: Not offered  Semester 2: Not offered

The purpose of this course is to provide an understanding of the law relating to companies and partnerships in the countries of the USP Region. In particular, the course examines publicity, accounts and auditors of companies. The course also discusses members’ rights, corporate reconstruction and dissolution of companies. The course also considers in detail the rights, liabilities of members and dissolution of partnership. Finally, cooperatives and other arrangements for the conduct of business affairs in the countries of the USP Region will be discussed.

LW372  Commercial Law

Prerequisites: LW201, LW202, LW203, LW204, LW205, LW206, UU200 and UU204

Semester 1: Not offered  Semester 2: F at E and O at C**

The purpose of this course is to provide an understanding of the laws relating to commercial transactions in countries of the USP region. In addition, the course aims to develop a more focused ability to interpret and apply the laws relating to commercial transactions in the context of the South Pacific jurisdictions. The course examines in detail the law relating to negotiable instruments, the sale of goods, agency, banking, insurance and reinsurance, commercial securities and intellectual property. Other aspects of the course include credit, consumer and security transactions.

LW373  Foreign Trade & Investment Law

Prerequisites: LW201, LW202, LW203, LW204, LW205, LW206, UU200 and UU204

Semester 1: F at E and O at C**  Semester 2: Not offered

This course is designed to provide an understanding of the law relating to foreign trade and investment in countries of the USP region. The course examines in detail the laws relating to the regulation of foreign trade, the financing of such trade, and the transport and insurance of overseas trade. In addition, the course considers the laws relating to investment from domestic and overseas sources and some of the main forms of investment in countries of the USP region.

LW374  Revenue & Taxation Law

Prerequisites: LW201, LW202, LW203, LW204, LW205, LW206, UU200 and UU204

Semester 1: Not offered  Semester 2: Not offered

The aim of this course is to provide an understanding of taxation and revenue law in countries of the USP Region. The course examines in some detail the principles and forms of direct taxation, particularly income tax, rent tax, turnover tax, value added tax, and the principal forms of indirect taxation, particularly customs duty, excise duty and licence fees. In addition, the course considers the impact of international treaties and agreements relating to taxation.

LW375  Labour Law

Prerequisites: LW201, LW202, LW203, LW204, LW205, LW206, UU200 and UU204

Semester 1: Not offered  Semester 2: Not offered

The course is designed to provide an understanding of the employment relationship. This course examines in detail aspects of employment contracts as regulated by the common law and statutory provision. It primarily focuses upon the individual employment contract in the private sector. Work related issues such as occupational safety and health, equal employment opportunities and
injuries at work are also considered. The context of employment in the Pacific, including Pacific labour history, industrial relations and the role of international organisations is also discussed.

**LW390 Research Project**

**Prerequisites:** LW201, LW202, LW203, LW204, LW205, LW206, UU200 and UU204

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The purpose of this course is to enable students to extend their research skills and their knowledge and understanding of an aspect of the law in countries of the USP region which is of particular interest to them. The student will work on an approved research project under the supervision of a member of staff.

**LW391 Law Clinic**

**Prerequisites:** LW201, LW202, LW203, LW204, LW205, LW206, UU200 and UU204

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Law Clinic is essentially a course in applied civil procedure. It is conducted at the Community Legal Centre at Emalus Campus, Port Vila and the Community Law Centre, Suva City (where the Centre is co-located with the Legal Aid Commission). Both Legal Centres are fully functioning law firms charged with the provision of legal advice and assistance to, and representation of, clients who cannot afford a private lawyer. Students are trained in legal skills, professional practice and ethics and gain practical experience in a law firm where they are required, under supervision, to interview and take instructions from clients, research and prepare legal advice, manage client files, write letters of advice to clients and correspond with other law firms, draft court documents, brief counsel and attend the Magistrates and Supreme/High Court with their clients. 'Law Clinic' is NOT a substitute for the Professional Diploma in Legal Practice (PDLP), but students whose home jurisdictions do not require completion of the PDLP will find this course particularly useful.

**LW392 Civil Procedure**

**Prerequisites:** LW201, LW202, LW203, LW204, LW205, LW206, UU200 and UU204

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This course is designed to provide an understanding of law regulating civil procedure and alternative methods of dispute resolution. This course traces in detail the procedural steps that must be followed in the conduct of civil proceedings in all the courts of countries in USP region, from those procedures that must be taken before the commencement of proceedings to those that are taken for the enforcement of judgments. The course also looks briefly at special rules of procedure including judicial review and alternative methods for the resolution of disputes such as arbitration and mediation.

**LW393 Advocacy Skills & Prosecutorial Practice**

**Prerequisites:** LW201, LW202, LW203, LW204, LW205, LW206, UU200 and UU204

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This course aims to develop your skills of advocacy and provide you with knowledge and understanding of the components of good advocacy including the practical application of the rules of evidence and trial procedure and the principles of ethical and professional conduct that apply in the trial context. In this course students will examines various advocacy skills and ways of prosecuting offences. Areas included in the course are developing a Theory of the Case and analysis of evidence, making an effective Opening and Closing address, effectively conducting an
Examination in Chief of your own witnesses, Cross examination of an opponent’s witness and Re examination of your witness. The course will also examine the rules relating to Rebuttal evidence and analyse the rules governing the Taking of Objections and meeting No Case Submissions. In addition prosecutorial practices including prosecutorial responsibilities, ethical obligations, disclosure and calling of witnesses and the decision to prosecute will be considered.

**LW395 Special Topic**

**Prerequisites:** LW201, LW202, LW203, LW204, LW205, LW206, UU200 and UU204

**Semester 1:** F at E and O at C**

**Semester 2:** Not offered

**LW395A Special Topic International Fisheries Law**

**Prerequisites:** LW201, LW202, LW203, LW204, LW205, LW206, UU200 and UU204

**Semester 1:** Not offered

**Semester 2:** Not offered

**LW395B Special Topic Children’s Right**

**Prerequisites:** LW201, LW202, LW203, LW204, LW205, LW206, UU200 and UU204

**Semester 1:** Not offered

**Semester 2:** Not offered

**LW395C Special Topic International Criminal Law**

**Prerequisites:** LW201, LW202, LW203, LW204, LW205, LW206, UU200 and UU204

**Semester 1:** Not offered

**Semester 2:** Not offered

**LW400 Advanced Pacific Legal System**

**Prerequisites:** Admission to LLM, or approval of Head or Nominee

**Semester 1:** O at C

**Semester 2:** Not offered

This course will explores in depth the evolution of the legal systems that exist in South Pacific countries today as well as certain of the major issues, problems and themes affecting the operation of these systems today. This is a core course for students undertaking the LLM degree by a combination of coursework and supervised research project.

**LW402 Advanced Equity and Trusts**

**Prerequisites:** None

**Semester 1:** F at E and O at C**

**Semester 2:** Not offered

**LW403 Advanced Succession**

**Prerequisites:** Admission to LLM or Approval of HOS or Nominee. Restrictions: LW303

See course description under LW303

**Semester 1:** Not offered

**Semester 2:** Not offered

**LW407 Advanced Evidence**

**Prerequisites:** None

**Semester 1:** O at C

**Semester 2:** Not offered
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<tr>
<td>LW410</td>
<td><strong>Advanced Family Law</strong></td>
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<td><strong>Prerequisites:</strong> Admission to LLM or Approval of HOS or Nominee. Restrictions: LW310</td>
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<td>See course description under LW310.</td>
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<td><strong>Semester 1:</strong> Not offered</td>
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| LW412  | **E-Commerce Law**                             |
| **Prerequisites:** Admission to LLM or Approval of HOS or Nominee. Restrictions: LW312  |
| See course description under LW312.                                                        |
| **Semester 1:** Not offered                       | **Semester 2:** Not offered                   |

| LW414  | **Advanced Special Topic**                    |
| **Prerequisites:** Admission to LLM or Approval of HOS or Nominee  |
| **Semester 1:** Not offered                       | **Semester 2:** Not offered                   |

| LW417  | **Advanced Health Law & Ethics**              |
| **Prerequisites:** Admission to LLM or Approval of HOS or Nominee. Restrictions: LW317  |
| See course description under LW317.                                                         |
| **Semester 1:** Not offered                       | **Semester 2:** Not offered                   |

| LW422  | **Advanced Intellectual Property Law**       |
| **Prerequisites:** Admission to LLM or Approval of HOS or Nominee. Restrictions: LW322  |
| See course description under LW322.                                                         |
| **Semester 1:** Not offered                       | **Semester 2:** Not offered                   |

| LW424  | **Advanced European Union Law Relating to the Pacific** |
| **Prerequisites:** Admission to LLM or Approval of HOS or Nominee. Restrictions: LW324  |
| See course description under LW324.                                                         |
| **Semester 1:** Not offered                       | **Semester 2:** Not offered                   |

| LW430  | **Advanced Public International Law**        |
| **Prerequisites:** Admissions to LLM or Approval of HOS or Nominee. Restrictions: LW330  |
| See course description under LW330.                                                         |
| **Semester 1:** Not offered                       | **Semester 2:** F at E and O at C**           |

| LW431  | **Advanced Human Rights**                    |
| **Prerequisites:** Admission to LLM or Approval of HOS or Nominee. Restrictions: LW331  |
| See course description under LW331.                                                         |
| **Semester 1:** F at E                                                                       | **Semester 2:** Not offered                   |

<p>| LW434  | <strong>Advanced Serious Financial Crimes</strong>        |
| <strong>Prerequisites:</strong> Admission to the LLM or Approval of HOS or Nominee. Restrictions: LW334  |
| See course description under LW334.                                                         |
| <strong>Semester 1:</strong> Not offered                       | <strong>Semester 2:</strong> Not offered                   |</p>
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<tr>
<td>LW440</td>
<td>Advanced Pacific Land Tenure</td>
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| Prerequisites: Admission to LLM or Approval of HOS or Nominee. Restrictions: LW340  
  See course description under LW340. |
| Semester 1: Not offered | Semester 2: Not offered |
| LW441  | Advanced Customary Law                     |
| Prerequisites: Admission to LLM or Approval of HOS or Nominee. Restrictions: LW341  
  See course description under LW341. |
| Semester 1: Not offered | Semester 2: Not offered |
| LW452  | Advanced Regional Environmental Law        |
| Prerequisites: Admission to the LLM or MEL or Approval of HOS or Nominee. Restrictions: LW352  
  See course description under LW352. |
| Semester 1: Not offered | Semester 2: F at E and O at C** |
| LW453  | Advanced International Environmental Law   |
| Prerequisites: Admissions to LLM or MEL or Approval of HOS or Nominee. Restrictions: LW353  
  See course description under LW353. |
| Semester 1: Not offered | Semester 2: Not offered |
| LW455  | Advanced Law of the Sea                    |
| Prerequisites: Admission to the LLM or MEL or Approval of HOS or Nominee. Restrictions: LW355  
  See course description under LW355. |
| Semester 1: F at E and O at C** | Semester 2: Not offered |
| LW456  | Advanced Marine Law                        |
| Prerequisites: Admission to LLM or MEL or Approval of HOS or Nominee. Restrictions: LW356  
  See course description under LW356. |
| Semester 1: Not offered | Semester 2: F at E and O at C** |
| LW470  | Advanced Company & Partnership Law I       |
| Prerequisites: Admission to LLM or Approval of HOS or Nominee. Restrictions: LW370  
  See course description under LW370. |
| Semester 1: Not offered | Semester 2: Not offered |
| LW471  | Advanced Company & Partnership Law II      |
| Prerequisites: Admission to LLM or Approval of HOS or Nominee Restrictions: LW371  
  See course description under LW371. |
| Semester 1: Not offered | Semester 2: Not offered |

The purpose of this course is to provide an understanding of the law relating to companies and partnerships in the countries of the USP Region. In particular, the course examines publicity, accounts and auditors of companies. The course also discusses members’ rights, corporate
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<th>Title</th>
<th>Prerequisites:</th>
<th>See course description under</th>
<th>Semester 1</th>
<th>Semester 2</th>
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<td>LW472</td>
<td>Advanced Commercial Law</td>
<td>Admission to the LLM or Approval of HOS of Nomine. Restrictions: LW372</td>
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<td>LW473</td>
<td>Advanced Foreign Trade &amp; Investment Law</td>
<td>Admission to the LLM or Approval of HOS or Nominee. Restrictions: LW373</td>
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<td>LW474</td>
<td>Advanced Revenue &amp; Taxation Law</td>
<td>Admission to the LLM or Approval of HOS or Nominee. Restrictions: LW374</td>
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<td>LW475</td>
<td>Advanced Labour Law</td>
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<td>Advanced Research Project</td>
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<td>LW492</td>
<td>Civil Procedure</td>
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<td>LW493</td>
<td>Advocacy Skills &amp; Prosecutional Practice</td>
<td>Admission to LLM or MEL or Approval of HOS or Nominee. Restrictions: LW393</td>
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<td>LW495</td>
<td>Advanced Special Topic</td>
<td>Admission to LLM or MEL or Approval of HOS or Nominee. Restrictions: LW395A</td>
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<td>LW495A</td>
<td>Special Topic International Fisheries Law</td>
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<td>LW495B</td>
<td>Special Topic Children’s Rights</td>
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<td>LW495C</td>
<td>Special Topic International Criminal Law</td>
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<td>LW600F</td>
<td>Law SRP (Full-Time)</td>
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<td>This is the minor thesis enrolment for full time students who have been admitted to the LLM by a combination of coursework and minor thesis.</td>
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<tr>
<td>LW600P</td>
<td>Law SRP (Part-Time)</td>
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<td>This is the minor thesis enrolment for part time students who have been admitted to the LLM by a combination of coursework and minor thesis.</td>
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<tr>
<td>LW700F</td>
<td>Law Master's Thesis (Full-Time)</td>
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<td>This is the major thesis enrolment for full time students who have been admitted to the LLM by thesis only.</td>
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<td>LW700P</td>
<td>Law Master's Thesis (Part-Time)</td>
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<tr>
<td>LW800F</td>
<td>Law PhD Thesis (Full-Time)</td>
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<td>This is the enrolment course for students admitted to PhD study in law on a full time basis.</td>
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<tr>
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<tr>
<td>LWD01</td>
<td>Criminal Litigation Skills &amp; Practice</td>
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<td><strong>Prerequisites:</strong> Admission to PDLP</td>
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<td><strong>Semester 1:</strong> F at L and B at A</td>
<td><strong>Semester 2:</strong> F at L</td>
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<td>Introduction to criminal litigation, what the Judge expects from a criminal advocate, the criminal prosecutor, rights of persons detained/arrested, police procedure, bail applications, drafting criminal charges, plea in mitigation, sentencing/alternatives to prison sentence, appealing a sentence, submissions, opinion writing, advocacy, court room practice, the defended trial process, elements of an offence, developing a case theory, examination in chief, cross examination, re-examination, opening speeches, no case to answer, closing speeches.</td>
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LWD02  Civil Litigation Skills & Practice

Prerequisites: Admission to PDLP
Semester 1: F at L and B at A  
Semester 2: F at L

This module introduces the trainees to the litigation process starting with the preparation and filing of suits, the court rules on preparing papers and documents, the answer, and various defendant’s pleadings such as the motion to set-aside default judgements, discovery, interrogatories, request for production of documents, and preparation of pre-trial and trial paperwork and documents.

LWD03  Wills and Estates Skills & Practice

Prerequisites: Admission to PDLP
Semester 1: F at L and B at A  
Semester 2: F at L

In this module the trainees receive hands on experience in dealing with law relating to wills, probates, inheritance and property management including negotiation in respect of disputes over assets in a deceased estate. They learn to take instructions from clients, draft wills and other testamentary documents and interpretation of clauses, and to draw documents for obtaining different types of grants in estates. Administration, winding up and accounting to the beneficiaries regarding estate matters is also dealt with.

LWD04  Conveyancing Skills & Practice

Prerequisites: Admission to PDLP
Semester 1: F at L and B at A  
Semester 2: F at L

This module deals with transactions in buying, selling, transferring and leasing land and gives the trainees hands on experience in drawing all necessary documents for these transactions and handling client funds, managing client files, and dealing with appropriate registration authorities.

LWD05  Business Law, Skills & Practice

Prerequisites: Admission to PDLP
Semester 1: F at L and B at A  
Semester 2: F at L

This module introduces trainees to the practical applications of business law such as the formation of the different business media (sole traders, partnerships and companies), drafting and interpreting of partnership agreement, Articles of Association and Memorandum of Association and related issues such as the fiduciary aspect of the stock exchange, consumer protection, bankruptcy, trust accounting and bills of exchange.

LWD06  Family Law and Human Rights, Skills & Practice

Prerequisites: Admission to PDLP
Semester 1: F at L and B at A  
Semester 2: F at L

Law relating marriage, separation, custody and access, divorce, matrimonial property, maintenance, domestic application of international law and application orders.

LWD07  Ethics and Professionalism & Work Skills

Prerequisites: Admission to PDLP
Semester 1: F at L and B at A  
Semester 2: F at L

In this module trainees will learn about; 1. The rules of Professional responsibility of their jurisdictions 2. Their duties as individual lawyers to evaluate the appropriateness of their conduct
in all professional situations 3. How they can apply rules of professional conduct in various professional contexts 4. Their professional responsibilities in specific professional callings and responsibilities.

**LWD08  Practice Placement**

**Prerequisites:** Admission to PDLP

**Semester 1:** F at L and B at A  
**Semester 2:** F at L

In this module trainees spend four weeks on placement in a legal environment. Placements will take place in private legal practice, national or local government departments, in industry and commerce, the courts, law enforcement agencies or non-governmental organisations. Placement is usually discussed with the trainee to avail the trainee of the best training and learning environment. They handle client files under the supervision of a practising lawyer who is required to oversee their work and write reports on them. This module exposes the trainees to real life in practice.

**LWD11  Back to Basics**

**Prerequisites:** Admission to PDLD

**30 weeks:** O at C

This module provides a formal introduction to the system of legislative drafting. It outlines the responsibilities of a Legislative Drafter, the importance of grammar and how to compose and express legislative sentences.

**LWD12  Working Within Limits**

**Prerequisites:** Admission to PDLD

**30 weeks:** O at C

This module contains descriptive matters on legislative practices and procedures. The module also provides an understanding of the constraints imposed on legislative drafters by practices arising from the way legislation is interpreted.

**LWD13  Making the Right Expression**

**Prerequisites:** Admission to PDLD

**30 weeks:** O at C

The aim of this module is to provide students with the fundamental knowledge and skills on how to write legislative sentences to create particular legal rules (legislative syntax) and the pitfalls that should be avoided.

**LWD14  Putting on the Style, Getting Organised**

**Prerequisites:** Admission to PDLD

**30 weeks:** O at C

This module is designed to provide an understanding that legislation is more than a set of random legislative sentences and that the proposer’s requirements must be converted into a complete instrument that is effectively organised and structured in accordance with the legislative practice that is conventional in the student’s particular jurisdiction.
LWD15  Topping & Tailing

**Prerequisites:** Admission to PDLD

**30 weeks:** O at C

In this module students will look in detail at the technical features of legislation such as writing definitions and those things that are typically covered in preliminary and final provisions.

LWD16  Particular Cases

**Prerequisites:** Admission to PDLD

**30 weeks:** O at C

This module covers particular types of legislative provisions that are typical in Commonwealth legislation. Detailed consideration is given to legislative amendments and repeals, penal provisions, delegated powers to legislate and the drafting of subsidiary legislation.

LWD17  Drafting Workshop

**Prerequisites:** Admission to PDLD

**30 weeks:** O at C

This is a practical module that applies skills to the drafting of legislative instruments.

PA402  Pacific Thought, Philosophy & Ethics

**Prerequisites:** Admission to PGDA or equivalent

**Semester 1:** O at C  **Semester 2:** Not offered

What is the applicability of Pacific knowledge systems and worldviews in the contemporary globalising world? This course illustrates that an understanding and recognition of the importance of Pacific thought, philosophy and ethics is crucial for the development of sustainable projects and policies over time. We will cover examples from the Pacific visual and performing arts, oral tradition, theology, literature, policy making, education and community development projects.

PA409  Representations of the Pacific

**Prerequisites:** Admission to PGDA or Equivalent

**Semester 1:** O at C  **Semester 2:** Not offered

This course aims to make sense of contrasting statements and images of the Pacific region, putting them into perspective in a contemporary light. What is their impact in Pacific societies, and to what extent do they determine contemporary actions within and with respect to the region?

PA418  Pacific Epistemology: Knowing & Being in Oceania

**Prerequisites:** Admission to PGDA or Equivalent

**Semester 1:** O at C  **Semester 2:** O at C

Fundamental in examining the unique ways of knowing in Oceania are questions such as: Do Pacific people have knowledge? What is knowledge in Pacific cultures? Where does this knowledge come from? Who is capable of 'knowing' in Oceania? Do men and women 'know' in the same way in Pacific cultures? Course readings will be drawn from the existing literature on Pacific ways of knowing, doing and being.
PA419  Contemporary Issues in the Pacific

Prerequisites: Admission to PGDA or Equivalent

Semester 1: Not offered  Semester 2: O at C

This course aims to enhance understanding of the challenges and prospects facing the contemporary Pacific. It will explore issues of mobility and cultural identity; changing patterns of health and disease; and environmental changes that impact human welfare and sustainable livelihoods using an interdisciplinary approach that prioritises indigenous experiences, voices and perspectives.

PA423  Contemporary Pacific Arts

Prerequisites: Admission to PGDA or Equivalent

Semester 1: Not offered  Semester 2: O at C

What is ‘art’ in the Pacific and how can we examine it as expressions of Pacific ways of thinking and being? This course critically examines the concept ‘art’ and provides a social analysis of Pacific art over time as expression of Pacific cosmology, religion, migration, politics etc. Throughout the course students are introduced to the diversity and complexity of creative forms of expression in the Pacific as well as the contemporary arts that are made, stored and exhibited at the Oceania Centre for Arts, Culture and Pacific Studies.

PA600F  Pacific Studies SRP (Full-Time)

PA600P  Pacific Major SRP (Part-Time)

PA700F  Pacific Studies Master’s Thesis (Full-Time)

PA700P  Pacific Studies Master’s Thesis (Part-Time)

PA800F  Pacific Studies PhD Thesis (Full-Time)

PA800P  Pacific Studies PhD Thesis (Part-Time)

PP101  Contemporary Issues in Pacific Policing

Prerequisites: None

Semester 1: P at C  Semester 2: Not offered

The primary objective of this course is to introduce participants to and raise their awareness of government and socio-political issues having an impact on policing operations and the policy process that informs police management within individual countries. Issues will include the political and legal relationship between police agencies and other government departments, relationships and responsibilities with youth and vulnerable groups, community policing and the increasing need and demand for the effective management and deployment of human and material resources in a limited or resource constrained environment. Participants will also be introduced to emerging global issues such as terrorism, transnational and cross-border crime and how these can impact on regional security and governance. Importantly, the course will provide an opportunity for participants to begin to consider the shape and nature of future developments in policing for the region, including an introduction to standards of police professionalism and ethics in investigative processes and management and care of persons in custody. It is anticipated that participants, coming from a vocational perspective that has been primarily shaped through operational
experience will complete the course with a wider organisational and societal perspective upon policing, the expectations government and the community have of it and its place within a broader law and justice operational and policy context.

**PP201 Comparative & International Policing**

**Prerequisites:** PP101

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<th>Semester 1:</th>
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<td>P at C</td>
<td>Not offered</td>
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The objective of this course is to expose participants to international models of policing and issues that police organisations and their commanders are required to deal with. Models of Structure, Strategy and Intervention will be introduced to provide students with an understanding of the organisational, managerial and tactical options for policing which have been developed and employed internationally and regionally, allowing them to consider these qualities and attributes relative to their own organisation and its resources and positioning within their own national framework. The course does not seek to encourage participants to adopt or copy the policies, initiatives, strategies or structures of other police organisations, rather to provide them with a framework of knowledge and information about which informed and comparative decisions about policing within the Pacific Region can be made.

**PP202 Police & Society in the Pacific**

**Prerequisites:** PP201

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<th>Semester 1:</th>
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<td>Not offered</td>
<td>P at C</td>
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This course will seek to examine the various existing relationships between police and societies in the Pacific region and how these have evolved and developed over time and in particular the transition from colonial policing models to those of the current post-independence organisations. It will consider some historical, but mainly social and cultural issues in Melanesian, Polynesian and Micronesian societies and how police can best work in partnership with Pacific communities in an effort to find balance between traditional methods or forms of justice and those exercised by contemporary democracies within the region. The course will closely examine community policing and its adaptation in various Pacific cultural contexts. Participants will be asked to evaluate Western models and concepts of community policing with a view to contributing to the development of an appropriate and evolving regional model.

**PP300 Action Research in a Police Context**

**Prerequisites:** PP202

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<th>Semester 1:</th>
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<td>P at C</td>
<td>Not offered</td>
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This course provides an overview of the research process and research methods available to practitioners to undertake research as a means of solving problems they face in their police work. In particular, the course explores the key issues relating to action research. Students will be provided with the opportunity to develop a research question relating to their own work environment, undertake a literature review related to their research problem and develop an action research proposal for the problem they have identified. This course does not require students to complete their research project. Students with strong proposals will be encouraged to take SO300 Research Project in Sociology as a 300-level elective course.
### PP301  Police Leadership & Command Management

**Prerequisites:** PP202  
**Semester 1:** Not offered  
**Semester 2:** P at C  

This course examines the critical aspects of tactical, operational and strategic leadership in policing contexts. Police are the coercive arm of executive government and are the only such force in a democratic society with standing access to the lawful use of deadly force. This coupled with their structure and organisation as a uniformed, disciplined, hierarchical, emergency service and their primary work as community problem solvers points to a number of specific issues in relationship to leadership generally and command management particularly. This course examines the tensions here and posits a situational/functional approach for police leaders. Senior police do not know everything and cannot be everywhere. For these reasons tight command tight control strategies, often used by police managers, are subjected to critical analysis and participative leadership styles, more suitable to an emerging profession, are examined.

### PP302  Ethical Dimensions in Policing

**Prerequisites:** PP202  
**Semester 1:** Not offered  
**Semester 2:** P at C  

This course will provide students with a critical and professional focus on ethical practice within policing. Building upon introductory principles examined in PP101, students will develop and be able to demonstrate a sound understanding of international, national and community expectations and standards in relation to police professionalism, codes of conduct and ethical practice. The course will closely explore the nuances of public policing in a democracy. The ideas of the public sector, justice, democracy, the state, and pluralism will be closely examined. The five main schools of ethical reasoning will be discussed and contrasted to legal, cultural and theological reasoning.

### PS101  Introduction to Psychology

**Prerequisites:** None  
**Semester 1:** O at C  
**Semester 2:** Not offered  

This course introduces students to the science of behaviour, what people do and why. It also looks at major approaches within the discipline of psychology ranging from how we perceive our surroundings and persons within it, to how we learn to think, feel and act. The course also aims to foster an appreciation of how the study of psychology may be useful to you in day-to-day situations.

### PS102  Developmental Psychology

**Prerequisites:** None  
**Semester 1:** Not offered  
**Semester 2:** P at C  

This is a core course for a major in psychology. It covers life-span development from conception to end-of-life and aims to facilitate a better-informed understanding of oneself and those around us by drawing on Pacific and Euro-Western perspectives. The course is relevant for those wishing to undertake a wide range of professions: from teaching and counselling, to human resource management, law, social welfare and the helping professions in general.
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<th>Code</th>
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<tr>
<td>PS103</td>
<td>Research Methods in the Social Sciences 1</td>
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<td></td>
<td><strong>Prerequisites:</strong> None</td>
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<td><strong>Semester 1:</strong> O at C</td>
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<td></td>
<td><strong>Semester 2:</strong> Not offered</td>
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<td></td>
<td>This course introduces students to the basics of conducting research in the social sciences. Emphasis is on understanding the main concepts of research and gaining basic research knowledge and skills. The course offers an overview of research design, methods and tools and is a core course for all psychology students.</td>
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<tr>
<th>PS203</th>
<th>Research Methods in the Social Sciences 2</th>
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<td></td>
<td><strong>Prerequisites:</strong> PS103, PS102 and PS101 for those majoring in Psychology, non-Psychology majors require only PS103</td>
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<td></td>
<td><strong>Semester 1:</strong> O at C</td>
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<td></td>
<td><strong>Semester 2:</strong> Not offered</td>
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<td>This course builds on previous knowledge and skills introduced in PS103 by providing a greater theoretical understanding and practical experience of both quantitative and qualitative research methods. The course recognises the need for expanding the choices that we have in conducting research as a major development in psychology and stresses that adopting a combination of the two research strategies will enable us to reach more meaningful and applicable outcomes. Hence the course will focus on further developing students’ research skills using a mixed methods research strategy by applying these skills to a topic relevant to the Pacific.</td>
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<tr>
<th>PS205</th>
<th>Cognitive Psychology</th>
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<td></td>
<td><strong>Prerequisites:</strong> PS103 and either PS101 or PS102</td>
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<td></td>
<td><strong>Semester 1:</strong> Not offered</td>
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<td></td>
<td><strong>Semester 2:</strong> O at C</td>
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<td></td>
<td>Cognitive processes are at the core of all psychological functioning. The course offers an overview of the various topics and main themes in cognitive psychology. Historical and philosophical antecedents of constructs and issues will be discussed, as well as practical implications of cognitive psychology theory and research.</td>
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<th>PS206</th>
<th>Cross-cultural Psychology</th>
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<td></td>
<td><strong>Prerequisites:</strong> PS103 and either PS101 or PS102</td>
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<td></td>
<td><strong>Semester 1:</strong> Not offered</td>
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<td></td>
<td><strong>Semester 2:</strong> B at C</td>
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<td>Cross-cultural psychology is the study of human behaviour across cultural groups. It considers the limitations of traditional mainstream psychological knowledge and covers a wide range of topics in psychology. The course considers both etic (universal principles) and emic (culture-specific) psychological knowledge and seeks to develop a better understanding of the main issues typically examined in cross-cultural psychological theory and research.</td>
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<tr>
<th>PS304</th>
<th>Psychology of Personality &amp; Abnormal Behaviour</th>
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<td></td>
<td><strong>Prerequisites:</strong> PS203 and either PS205 or PS206</td>
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<td></td>
<td><strong>Semester 1:</strong> P at C</td>
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<td></td>
<td><strong>Semester 2:</strong> Not offered</td>
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<td>The course examines the construct of personality, provides an overview of the major paradigms used in personality theory and research, and considers their practical implications. Historical background and ideological issues are also discussed including notions of normality and abnormality and personality assessment techniques.</td>
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**KEY TO SEMESTER AND MODE CODES**
- F = Courses offered in the Face to face mode
- P = Courses offered in the Print mode
- B = Courses offered in the blended mode
- O = Courses offered in the online mode
- C = Courses offered at all campuses
- C* = Courses offered at all campuses except Laucala
- C** = Courses offered at all campuses except Emalus
- C*** = Courses offered at all campuses except Laucala & Emalus
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<tr>
<th>Code</th>
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<tr>
<td>PS305</td>
<td>Psychology of Community Health</td>
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<tr>
<td><strong>Prerequisites:</strong></td>
<td>PS203 and either PS205 or PS206</td>
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<td><strong>Semester 1:</strong></td>
<td>P at C</td>
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<td><strong>Semester 2:</strong></td>
<td>Not offered</td>
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<td>The course draws on the three sub-disciplines: health psychology (emphasising biopsychosocial causes of health and illness, epidemiology and risk factors; ideas about illness prevention, education, models of health behaviour and health promotion including implications for health care policy development and delivery); community psychology (focusing on ecological perspectives, empowerment and the social environment); and cross-cultural psychology (cultural influences on health beliefs and behaviours). The Psychology of Individual and Community Health as taught in this course emphasises the importance of the psychosocial ecology of people living in communities and the factors that typically influence physical and psychological health and illness. The course also includes important issues like how health behaviours might be changed (community health education), illness prevention strategies, and the application of non-clinical treatment approaches.</td>
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<tr>
<td>PS307</td>
<td>Social Psychology</td>
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<td><strong>Prerequisites:</strong></td>
<td>PS203 and either PS205 or PS206</td>
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<td>This course considers the psychological rationale and strategies commonly associated with community mobilisation, preventive and educational measures and empowerment. It applies psychological insights to an examination of selected social problems and relates these to community development in the context of South Pacific island nations.</td>
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<tr>
<td>PS312</td>
<td>Counselling Theory &amp; Practice</td>
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<td><strong>Prerequisites:</strong></td>
<td>PS102</td>
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<td><strong>Semester 1:</strong></td>
<td>Not offered</td>
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<td><strong>Semester 2:</strong></td>
<td>P at C</td>
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<td>This course aims to develop knowledge, skills and attitudes in counselling, by exploring relevant theoretical, philosophical and practical aspects. Consideration is given to various contemporary approaches including their strengths and weaknesses, with an emphasis on the development of an appreciation of cultural appropriateness to Pacific notions of status and power and interpersonal communication.</td>
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<tr>
<td>PS402</td>
<td>Advanced Cross-cultural Psychology</td>
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<td><strong>Prerequisites:</strong></td>
<td>Admission to PGDA</td>
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<td><strong>Semester 1:</strong></td>
<td>Not offered</td>
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<td><strong>Semester 2:</strong></td>
<td>F at L</td>
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<td>This course utilises USP’s unique position in the South Pacific to generate a better understanding of theoretical and practical issues relating to cross-cultural psychology. It reviews major similarities and differences in behaviour across cultures, examines selected strategies relevant to cross-cultural research, and then considers research findings relevant to four areas: (i) organisation and work; (ii) communication and training; (iii) health behaviour; and (iv) national development and indigenous psychologies.</td>
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<tr>
<td>PS407</td>
<td>Clinical &amp; Counselling Assessment</td>
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<tr>
<td><strong>Prerequisites:</strong></td>
<td>Admission to PGDA</td>
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<td><strong>Semester 1:</strong></td>
<td>F at L</td>
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<td><strong>Semester 2:</strong></td>
<td>Not offered</td>
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| This course covers the topic of Clinical Assessment. Valid and reliable assessments are the cornerstone of good practice for any psychologist working in an applied setting. The focus of
this course is on both basic and advanced psychological assessment techniques and will be taught on the basis of the Scientist-Practitioner approach to Psychology research and practice. The Scientist-Practitioner model is an integrative approach to science and practice in which each domain (both science and practice) continually informs the other. Psychologists working with this model demonstrate a research orientation in their practice, and conversely a practice relevant in their research.

**PS408 Clinical & Counselling Intervention**

**Prerequisites:** Admission to PGDA

**Semester 1:** Not offered

**Semester 2:** F at L

Students will be taught the core principles of Evidence Based Practice as it applies to clinical psychology intervention. Topics related to psychological intervention in clinical and counselling psychology practice will be covered. The following topics will be covered: systems and theories of psychotherapy, issues in psychological practice, and issues in research on psychological interventions. Subsequently, this course will cover several approaches to psychological intervention with different clinical diagnoses. There will be a strong emphasis on evidence-based practice and as a consequence the course will focus primarily on behavioural and cognitive approaches to treatment.

**PS600F Psychology SRP (Full-Time)**

**PS600P Psychology SRP (Part-Time)**

**PS700F Psychology Master's Thesis (Full-Time)**

**PS700P Psychology Master's Thesis (Part-Time)**

**PS800F Psychology PhD Thesis (Full-Time)**

**PS800P Psychology PhD Thesis (Part-Time)**

**SO100 Themes & Perspectives in Sociology**

**Prerequisites:** None

**Semester 1:** O at C

**Semester 2:** Not offered

In this course students will gain some initial understanding of the development and structure of society as viewed by sociologists, together with a preliminary understanding of sociological approaches and concepts (to be built on further in SO110 and SO200). There will be special, but not exclusive, attention to Pacific societies.

**SO110 Globalisation & Contemporary Pacific Societies**

**Prerequisites:** None

**Semester 1:** Not offered

**Semester 2:** P at C

The course examines some significant sociological issues relating to the changes and adaptations of contemporary Pacific societies in the face of globalisation. Some of these issues relate to socio-cultural transformation, cyberspace culture, workplace relations, social mobility, international crime and good governance. How do these issues manifest themselves and how do Pacific societies respond to them? What are some of their impacts on people’s behaviour and perception? The course is geared towards helping students to develop analytical skills to analyse the issues
critically. The pertinence and relevance of the issues dealt with makes the course appropriate not only for sociology students but also for those from other disciplines and faculties.

**SO200 Modern Social Theory**

**Prerequisites:** SO100 or approval of Head or Nominee  
**Semester 1:** O at C  
**Semester 2:** Not offered  
The course expands on the theoretical concepts and themes covered in SO100 and gives special emphasis to the examination of the concept of modernity and its implications for social analysis and research. It traces the attempts made by 20th (and 21st)-century social thinkers to expand, refine and further develop the legacies of classical social theories and assesses their relevance in the contexts of the Pacific Island societies.

**SO201 Society, Culture & Change in the Pacific**

**Prerequisites:** SO100 or approval of Head or nominee  
**Semester 1:** O at C  
**Semester 2:** Not offered  
From sociological and anthropological perspectives this course critically examines ‘society’, ‘culture’, ‘tradition’ and ‘change’ as contested notions. It critically explores tensions and dynamics between perceptions and representations of the ‘traditional’, ‘modern’ and ‘western’ in relation to processes of change within Pacific Island societies. The course discusses Pacific Islander cosmologies, religious beliefs, ritual, space and place. It discusses how individual and communal agency and Pacific Island beliefs, histories and cultures interlink with wider national, regional and global processes in nation-building, national identity, religious nationalism, tourism, the environment, climate change and early and contemporary patterns of migration.

**SO206 Comparative Industrial Law Systems**

**Prerequisites:** SO100 or SO110 or any other relevant 100-level course with approval by HOD or course coordinator  
**Semester 1:** Not offered  
**Semester 2:** F at L  
This course examines in detail employment relations systems in selected developed, newly industrialised and South Pacific island states. The emphasis will be on equipping learners with the necessary analytical tools to draw cross country comparisons, understand global socio-economic transformations and the relevance of employment relations theories towards making sense of current workplace practice and outcomes.

**SO207 Families, Sexuality & Change in the Pacific**

**Prerequisites:** SO100 and PS103 or approval of HOS or Nominee  
**Semester 1:** Not offered  
**Semester 2:** O at C  
From sociological and anthropological perspectives this course critically examines vital and challenging contemporary issues in Pacific Island societies. These include marriage, family life and childhood; masculinities; gender violence; youth, authority and the culture of silence; youth mental health and suicide; alternative sexualities; HIV/AIDS; sex work; family health, consumerism and Non Communicable Diseases. Contested notions of ‘culture’ and ‘tradition’, tensions and dynamics between what is perceived as ‘traditional’ and ‘modern’, and the shifting power relations between sociocultural structures and practices are critically analysed. Individual and communal agency is critically analysed as interconnected with historically situated local, national, regional and global processes.
**SO300  Research Methods in Sociology**

**Prerequisites:** SO200 and any other sociology 200-level course or approval of HOS or nominee

**Semester 1:** O at C  
**Semester 2:** Not offered

In this course students will engage with: 1) Methodological approaches by which we manage the challenges of researching human interactions and actions, social structures and processes, and worldviews and perspectives; 2) Ethical questions in conducting sociological inquiry; 3) Processes by which research into socio-economic and political life is designed, developed and conducted; and 4) Qualitative and quantitative tools to analyse data collected in social research. By the end of the course, students will be able to apply research methodologies to design and conduct their own social research and critically evaluate the research they encounter in other social sciences and in the mass media.

**SO301  Sociology of Public Policy & Administration**

**Prerequisites:** SO100 and SO200

**Semester 1:** O at C  
**Semester 2:** Not offered

This course examines the social dynamics and pressures that influence public policy and its administration. A theoretical introduction will deal with the role of the state in articulating and implementing public policies and their administration. It encourages students to select contemporary public policy issues and its administration in poverty, education, health, social welfare, economic development, gender, civil societies, and environment in line with the Declaration of the Millennium Development Goals (MDG).

**SO303  Advanced Sociological Theory**

**Prerequisites:** SO200

**Semester 1:** Not offered  
**Semester 2:** O at C

What are the moral, political and ideological implications of sociological theories? How are they linked to our social world? How can we use sociological theory to explain and improve the world we live in? Building on key theories examined in SO100 and SO200, this course will attempt to "liberate" sociological theory from its specialised, exclusivist and isolated tendencies and provide it a central place in public debates in relation to political, social, economic and ethical issues of our time. Students will explore in depth interventions made in such theoretical domains as Postmodernism, Postcolonial Theory, Jurgen Habermas, Critical Race Theory, Feminism, Queer Theory and the contributions made by Pacific sociologists.

**SO304  Religion & Politics in Contemporary Society**

**Prerequisites:** SO201

**Semester 1:** Not offered  
**Semester 2:** O at C

SO304 traces the theoretical development of sociological and anthropological definitions and theories of religion. It links the centrality of religion in Pacific Island societies at Everyday life and national political levels with wider interconnected regional and global processes. It discusses the increasing polarisation of progressive and fundamentalist views within and between the world religions; religion and social justice; secularisation, religion and the media, interreligious dialogue and reconciliation. Contested notions of ‘culture’ and ‘tradition’ and tensions and dynamics between what is perceived as ‘traditional’ and ‘modern’ are critically examined in relation to power relations in social and cultural processes. Contemporary individual and communal agency at local levels is critically analysed as interconnected with historically-situated local, national, regional and global processes.
**SO310 Emerging Issues in Industrial Law Practices**

**Prerequisites:** SO100 or SO110 or MG105

**Semester 1:** F at L  
**Semester 2:** Not offered

The main objectives of the course are to examine in detail current issues within the employment relations (ER) context at international and regional levels, and to equip students with basic proposal writing and research skills. One of the key areas to be examined is the impact of globalisation on the world of work and emerging practices. The first half of the course will be discussion-based, providing a background to student research projects in emerging ER themes of interest. Students will be required to make seminar presentations, write a proposal and research report.

**SO401 Sociological Theory**

**Prerequisites:** Admission to PGDA

**Semester 1:** F at L  
**Semester 2:** Not offered

The course will delve into the philosophical basis of the main currents in sociological theory and critically explore their relevance in providing an understanding of contemporary society and social problems. Additionally, the emergence of critical theory and its relationship to important aspects of the dominant sociological theories will be examined, together with a critical appraisal of postmodernism in current social thought.

**SO407 Theoretical Issues in Social Administration**

**Prerequisites:** Admission to PGDA

**Semester 1:** Not offered  
**Semester 2:** F at L

Social administration is about the work of those who administer and perform social and welfare services and the discipline of study concerned with the analysis of social policies and the ways in which these are administered. The course will introduce students step by step into the various theoretical perspectives of social services delivery areas, examine the ways in which social problems have come to be defined and measured, the ways in which society has responded to these social problems, and how these responses have been prioritised and administered. This will include a review of laws that relate to social services such as child legislation and family legislation. A review of government departments with a social service mandate, such as the Department of Social Welfare and the Ministry of Health and a review of non-governmental organisations, community development organisations, world bodies and private sector welfare programmes, will be included.

**SO408 Issues in Social & Public Policy**

**Prerequisites:** Admission to PGDA

**Semester 1:** O at C  
**Semester 2:** Not offered

This course explores key issues, concepts, and theoretical elements of social and public policy process. The role of political-economic ideology, power and social position and their influence on social policy are considered. In addition, the role of the state and governments, interest groups, civil society and international actors will also be examined. The course also brings into focus, local Pacific examples of social and public policy debates and practices. The course requires students to apply knowledge and skills gained, in analysing a specific contemporary social/public policy issue in the Pacific.
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<tr>
<td>SO409</td>
<td>Social Development</td>
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**Prerequisites:** Admission to PGDA  
**Semester 1:** Not offered  
**Semester 2:** O at L  
Provision of human well-being and social needs is usually seen as a desirable goal of development. However, in many countries, contestations over the purposes, priorities and sequencing of development, have resulted in subordination of social development to economic growth imperatives. This course looks at competing paradigms, histories, and practices of development. It further critically analyses the causes, manifestations and effects of poverty and inequality, and their intersections with diversity, especially gender and ethnicity. It also considers appropriate action that various social sectors take in conjunction with larger global efforts to arrest the crises spawned by economic growth oriented development practices.

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<th>Code</th>
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<tr>
<td>SO600F</td>
<td>Sociology SRP (Full-Time)</td>
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<td>SO600P</td>
<td>Sociology SRP (Part-Time)</td>
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<tr>
<td>SO700F</td>
<td>Sociology Master’s Thesis (Full-Time)</td>
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<td>SO700P</td>
<td>Sociology Master’s Thesis (Part-Time)</td>
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<td>SO800F</td>
<td>Sociology PhD Thesis (Full-Time)</td>
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<td>SO800P</td>
<td>Sociology PhD Thesis (Part-Time)</td>
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**SW100 Introduction to Fieldwork Practice**  
**Prerequisites:** None  
**Semester 1:** B at C  
**Semester 2:** Not offered  
Students are introduced to the forms and nature of professional social and community work practice. Course participants will analyse the methodologies used in government, private sector, and non-government and civil society organisations through readings, workshops, and field visits. Students will complete and document 40 hours of voluntary work in an approved social and community work practice environment.

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<tr>
<td>SW101</td>
<td>Social Policy: An Introduction</td>
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**Prerequisites:** None  
**Semester 1:** Not offered  
**Semester 2:** B at C  
An analysis of the nature of social policy practice in social and community work organisations and issues that these agencies deal with will be undertaken. The course engages the major social issues such as HIV/AIDS, poverty, and women empowerment, challenging the Pacific Island countries. The focus will be on the practical application of the policies of local, national, regional and global organisations as they relate to the UN Millennium Development Goals and the Pacific Plan.
**SW200  Fieldwork Practice 1**

**Prerequisites:** SW100

**Semester 1:** Not offered  **Semester 2:** B at C

As a requirement of the social and community work practice component of the Social Work Major, students will work in an approved social and community work environment. The course aims to equip students with the practical skills and competencies required of professional social and community workers. Students will spend the equivalent of 35 days in a social/community work organisation supported by a field educator.

**SW201  Social & Community Work Practice 1**

**Prerequisites:** SW100

**Semester 1:** B at C  **Semester 2:** Not offered

The course critically analyses the skills and models of working with individuals, families and communities. An emphasis is placed on contextual and culturally appropriate ways of working with people in a variety of social and community work settings in Pacific Island countries.

**SW300  Fieldwork Practice 2**

**Prerequisites:** SW200

**Semester 1:** Not offered  **Semester 2:** B at C

As a requirement of the social and community work practice component of the Social Work Major, students will work in an approved social and community work environment. The course aims to equip students with the practical skills and competencies required of professional social and community workers. Students must complete a minimum of 200 hours in a social/community work organisation supported by a field educator.

**SW301  Social & Community Work Practice 2**

**Prerequisites:** SW201 or approval of Head or nominee

**Semester 1:** B at C  **Semester 2:** Not offered

This course introduces students to issues of supervision and organisational management and governance in professional social and community work practice. Part of the course will deal with Pacific law as it relates to professional practice with individuals, families and communities.

**TE113  Food Choice & Dietary Challenges**

**Prerequisites:** Form 7 or Equivalent

**Semester 1:** Not offered  **Semester 2:** P at C

This course will provide an introductory approach to food, nutrition, health issues and challenges in the Pacific. The focus is on understanding the relationship of food to the physical and emotional needs of the individual as well as the economic and sociological framework of food production and consumption. The role of food in health and wellbeing, determining nutritional status and understanding the behavioural change on food choice will be examined. Strategies for nutritional improvements through the various cultural influences & social and economic impacts in the Pacific will be identified.
**Code** | **Title**  
---|---  
TE151 | Introduction to Design & Computer Aided Design (CAD)  
**Prerequisites:** None  
**Semester 1:** B at C  
**Semester 2:** Not offered  
This is an introductory course covering basic techniques, processes and practice in design. Concepts and topics offer comparative studies in the fine arts, graphic arts and industrial design, with particular applications to the Fashion, Foods, and Technology industries. This course adopts an interdisciplinary team-based approach, which promotes consideration of issues in the identified disciplines, providing for a broad-based learning experience. It encourages students to explore design as a systematic process of problem formulation, conceptual design, detailed design, prototyping, to the final design implementation.

TE155 | Introduction to Technology Materials  
**Prerequisites:** None  
**Semester 1:** Not offered  
**Semester 2:** B at C  
This is an introductory course on technology materials education. This course is designed to cover all necessary aspects concerning technology materials. The course aims to develop further the knowledge and skills necessary in working with technology materials.

TE156 | Industrial Laboratory Practice 1  
**Prerequisites:** TEF02 or TEF03  
**Semester 1:** B at C  
**Semester 2:** Not offered  
This is an introductory course covering the basic techniques, processes and practice in: (i) Apparel and Textiles, (ii) Food and Nutrition and (iii) Wood and Metals Technology. The contexts that influence the emphasis for each concept/topic to be explored are in the three (i, ii, iii) subject areas above and the following five categories: (a) Trade/craft skills, (b) Materials Technology, (c) Product Design, (d) Good Practice and for trainee teachers, (e) Teaching Methodology.

TE213 | Nutrient Requirements & the Lifecycle  
**Prerequisites:** TE113 and any 100-level Chemistry course  
**Semester 1:** Not offered  
**Semester 2:** B at C  
This course examines the principles of human nutrition, nutrition across the lifespan from both a biological and psychological perspective and impacts of over and under-nourishment related to macronutrients, micronutrients, glycemic responses, metabolic imbalance, antioxidants and the onset of nutrition related diseases as opposed to wellness. Sports nutrition related to hydration, energy requirements, muscle building and micronutrients will also be studied. Meal planning and calculations of dietary intakes compared to the recommended dietary allowances will be examined. Cultural food habits will also be discussed.

TE251 | Product Development  
**Prerequisites:** TE151  
**Semester 1:** Not offered  
**Semester 2:** O at C  
TE251 introduces students to ‘new product development’ (NPD) process, comprising two parallel but distinct focus areas. One involves idea generation, concept development, detail design and technical implementation (as explored in TE151); the other concerns business analysis and commercialisation. TE251 offers comparative studies in the Fashion, Foods and Technology industries through an interdisciplinary approach that helps consolidate learning through various broad-based experiences.

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TE256  Industrial Laboratory Practice 2

Prerequisites: TE156

Semester 1: Not offered  Semester 2: B at C

This course is designed to meet the demands and needs of OHS and safety regulations required in industrial workshops and labs, with emphasis on the correct usage, handling, storage, skills and application of portable power tools and equipment, material processes and practice. Technology Education covers, among other subjects (i) Apparel and Textiles, (ii) Food and Nutrition, and (iii) Wood and Metals Technology, which all require proficiency. Since these subjects are skill-based, the mastery of the skills through hands-on experience and practice is necessary.

TE313  Applied Nutrition in the South Pacific

Prerequisites: TE213

Semester 1: O at C  Semester 2: Not offered

This course aims to identify and explain the significance of the inter-relationships of the social, economic, political, technological and health sciences relevant to community and national nutrition. The course will also explore current nutrition concerns based on individual, community and national issues. Special emphasis will be placed on nutrition epidemiology and assessing nutrition problems in communities. The planning, implementation, monitoring and evaluation of nutrition-related programmes and projects to improve nutrition at micro and macro levels will be included. Fieldwork will be a requirement. A mini-survey and assessment of a community’s nutritional status will form a major part of the fieldwork.

TE351  Design & CADD Project

Prerequisites: TE251

Semester 1: B at C  Semester 2: Not offered

This course builds on the knowledge and skills in TE151 and TE251, with emphasis on CADD skills and drafting techniques as applied to: (i) project drawings in architecture, civil, mechanical and electrical engineering, (ii) fashion and foods products. It also aims to develop the skills necessary to select, interpret and apply appropriate knowledge, concepts and techniques to bring project drawings and product presentations to successful completion.

TE356  Industrial Laboratory Project

Prerequisites: TE256

Semester 1: B at C  Semester 2: Not offered

This course adds to knowledge and skills covered in TE156 and TE256, on basic techniques, processes and practice in a typical industrial Lab. Each concept/topic is influenced by the context explored—craft or trade, technology, product design and good practice. This is a design-and-build course where students get the opportunity to exhibit their proficiency in the application of particular knowledge and skills acquired in other TE courses. This course aims to further develop the skills necessary to select, interpret and apply appropriate knowledge, concepts and techniques to complete a design-and-build project successfully.
**UU114  English for Academic Purposes**

**Prerequisites:** None

**Semester 1:** F at L and O & P at C  
**Semester 2:** F at L and O & P at C

By the end of this course students will be expected to have achieved a proficiency in academic writing, reading and speaking sufficient to support their language needs in courses in the humanities, social science or sciences and in future professional tasks. The course is designed with sufficient flexibility to cater for the practical language requirements of students studying in all of the above areas. UU114 is one of the core courses for undergraduate students admitted to studies from 2010 and is to be taken in the first year of full-time study and before enrolling in 200-and 300-level courses.

**UU204  Pacific Worlds**

**Prerequisites:** UU100 and UU114

**Semester 1:** O at C  
**Semester 2:** O at C

In this course you will be introduced to the places, histories, cultures, arts, and politics of Oceania. Our interdisciplinary approach weaves together first-hand information from people of the areas, supplemented with historical writings, contemporary documents, and visual representations as they relate to the region. To draw upon such a range of diverse knowledge requires a navigational concept and in this class we engage the model of the waka or canoe to steer our course through five thematic areas of learning and knowing.
FACULTY OF BUSINESS AND ECONOMICS
COURSE DESCRIPTIONS

Note: UU100 and UU114 must be passed, in addition to prerequisite requirements, before students progress to the 200-level courses. UU200 and UU204 must be passed, in addition to prerequisite requirements, before students progress to the 300-level courses. Only approved programmes may be exempt from this requirement.

AF100 Introduction to Accounting & Financial Management for the Non-Specialist

Prerequisites: None
Semester 1: P at C  
Semester 2: F at L

This course cannot be credited to any programme in conjunction with AF101 or AF102. This course covers the principles of compilation of standard financial reports and their use in assessing an organisation’s financial strengths and weaknesses. It considers the contribution that accounting can make to the good management of an organisation as a tool for planning, control and decision making. It also considers the nature of, and the markets for, organisation finance.

AF101 Introduction to Accounting & Financial Management 1

Prerequisites: None
Semester 1: F at L and P at C  
Semester 2: O at C

This course cannot be credited to any programme in conjunction with AF100. The accounting system as a formal information system. Accounting conventions. An introduction to the analysis of the concepts of accounting, especially revenue, expenses, income, assets, depreciation, valuation, liabilities and proprietorship. Introduction to accounting for partnerships and companies. A study of the accounting process from data collection to report preparation, presentation and analysis and interpretation.

AF102 Introduction to Accounting & Financial Management 2

Prerequisites: AF101
Semester 1: P at C  
Semester 2: O at C

This course cannot be credited to any programme in conjunction with AF100. This course provides an introduction to the processing of accounting data for reporting to management. Budgets, cost concepts, classifications and accumulation, and accounting information systems will be introduced in the context of the management planning and control functions in the private sector and government, government agencies, and non-profit making organisations.

AF108 Introduction to Law for Commerce

Prerequisites: None
Semester 1: F at L  
Semester 2: P at C

This course explores the source of law, development of parliamentary law and Common law, the role of English law in the Pacific, law of contract, law of sale of goods, law of principal and agent. The topics of substantive law studied in this course are not only useful and important in themselves.
in the commercial/business area but also provide a sound base for further legal studies, as well as demonstrate the various sources of law, legal method and the process of change and development of the law.

**AF121  Introduction to Accounting Information Systems**

**Prerequisites:** None  
**Semester 1:** F at L  
**Semester 2:** O at C

The course exposes and explores the depth of using MYOB accounting software currently adopted in many business environment for recording, analysing and interpreting accounting data in the modern business environments. This course is specially designed for financial accounting data to be analysed and reported to the users such as the management and the stakeholders. In doing so, particular emphasis will be placed on using practical examples, integrating and disseminating accounting modules to suit the needs of the business. This course will provide an initiative for mainstream practical accounting knowledge within the Region.

**AF201  Managerial Accounting**

**Prerequisites:** AF101 & AF102  
**Semester 1:** P at C  
**Semester 2:** F at L

This course utilises the cost accounting data studied in AF102. It includes analysis of the management accounting information for managing and creating value using various approaches. Students will be exposed to applying these approaches and techniques that will facilitate the decision making process.

**AF 205  Law of Associations**

**Prerequisites:** AF108  
**Semester 1:** B at C  
**Semester 2:** F at L

This course introduces the basic principles of partnership law and company law. Brief reference is made to the use of the trust in business contexts. Statutory material for the course is taken from Fiji. Occasional reference for comparative purposes is made to the statute law of other South Pacific island nations. Case law is drawn from a variety of common law jurisdictions.

**AF208  Financial Management**

**Prerequisites:** FM101  
**Semester 1:** P at C  
**Semester 2:** F at L

This course studies the development of a framework for investment and financing decisions both short and long term for private enterprises and government bodies; the factors influencing the allocation of funds to competing alternatives; risk analysis models for financial decision making; the financial system; the theory of capital structure; and, financial strategies for growth.

**AF209  Electronic Commerce**

**Prerequisites:** AF121 or IS121  
**Semester 1:** Not offered  
**Semester 2:** Not offered

This course constitutes an introduction to electronic commerce, a term which means the sharing of business information, maintaining business relationships, and conducting business transactions
by means of telecommunication networks. The course explains electronic commerce, associated security issues, business strategies and management issues, and examines pertinent technology standards and protocols.

### AF210 Financial Accounting

**Prerequisites:** AF102  
**Semester 1:** F at L  
**Semester 2:** P at C  

This course is designed to provide an understanding of the regulatory framework that governs financial reporting practice, a sine qua non for any professional in the discipline of accounting. The course considers the justification for the regulation of accounting practice, the need for ongoing critical review of accounting regulations and consequent changes. The course will expose students to the current state of financial reporting practice and offer explanations as to why regulators have seen fit to establish such practices. Students will be encouraged to demonstrate competency in applying financial reporting practices, and to consider how such practices may continue to evolve.

### AF300 Research Project in Accounting

**Prerequisites:** AF201 & AF210  
**Semester 1:** Not offered  
**Semester 2:** Not offered  

Detailed proposals of a research project will be considered from students of proven ability. The course requires some research skills.

### AF301 Accounting Theory & Applications

**Prerequisites:** AF201 & AF210  
**Semester 1:** P at C  
**Semester 2:** F at L  

This course aims to provide an understanding of the construction of theories that explain and frame the frameworks of accounting regulation and practice and predict developments in accounting practice, consistent with society’s needs for financial reporting. Students will be encouraged to evaluate critically a range of accounting theories and to evaluate their impact on accounting practice.

### AF302 Information Systems

**Prerequisites:** AF121 or CS121 or IS121  
**Semester 1:** F at L  
**Semester 2:** Not offered  

This course examines information systems incorporating accounting systems; systems analysis including the design, evaluation, and implementation of business systems in general and accounting systems in particular; internal control and control systems; computer-based information systems; and the uses and potential of information systems.

### AF304 Auditing

**Prerequisites:** AF210  
**Semester 1:** P at C  
**Semester 2:** F at L  

This course examines the audit function and the role of the auditor; the audit process as related to the audit of resources, commitments, revenue, and expenses; and, the internal audit, the audit report, and the changing status of the audit function.
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<th>Code</th>
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<tr>
<td>AF307</td>
<td>Public Sector Accounting</td>
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<td>Prerequisites: AF201 or AF 210</td>
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<td>Semester 1: Not offered</td>
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This course provides a description and evaluation of government accounting and financial management and control systems in the public sector, with particular reference to countries in the region.

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<th>AF308</th>
<th>Taxation Law</th>
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<td>Prerequisites: AF205</td>
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<td>Semester 1: F at L</td>
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<td>Semester 2: B at C</td>
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This course is concerned almost exclusively with income tax. It considers each of the major issues that must be dealt with by any system of income tax. The Fiji Income Tax Act is examined in detail as an example of a particular income tax.

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<th>AF309</th>
<th>Insolvency Law &amp; Practice</th>
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<td>Prerequisites: None</td>
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<td>Semester 1: Not offered</td>
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This course introduces the legal principles and procedures governing the bankruptcy of individuals and the winding up of insolvent corporations, the law governing receivers, alternatives to bankruptcy and liquidation and related matters. Fiji statutory materials are used and case law is primarily from Fiji.

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<th>AF313</th>
<th>Accounting for Management Control</th>
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<td>Prerequisites: AF201</td>
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<td>Semester 1: F at L</td>
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This course incorporates theoretical and practical issues in management accounting and control systems. The aim of this course is to go beyond the technical aspects of management accounting and control systems, into wider issues and context within which organisations, accounting and controls are embedded. In this way the choice, design and implementation (practice) of accounting and control systems can be better understood. It complements the technical components and the conventional wisdom on management accounting and control by including wider issues in historical and inter-disciplinary contexts, thereby enhancing analytical skills, self-awareness and critical thinking among course participants.

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<tr>
<th>AF314</th>
<th>Corporate Accounting</th>
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<td>Prerequisites: AF210</td>
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<td>Semester 1: Not offered</td>
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The aim of this course is to provide the student with an understanding of the regulatory framework that governs the accounting for companies, to such an extent that on successful completion of the course the student will be able to undertake such accounting practices. The course will introduce students to accounting entries to report company formation; apply and explain appropriate accounting standards generated by the International Accounting Standards Board (IASB), that relate to corporate reporting; construct financial reports, that comply with regulatory requirements for companies and groups of companies; undertake the financial accounting processes required to report corporate restructures; and undertake the financial accounting processes pertaining to a corporate liquidation.

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- C* = Courses offered at all campuses except Lautoka,
- C** = Courses offered at all campuses except Emalus,
- C*** = Courses offered at all campuses except Lautoka & Emalus,
AF401 Forensic Accounting: Field & Practice

**Prerequisites:** Entry in the postgraduate diploma programme

**Trimester 1:** F at L  
**Trimester 2:** Not offered  
**Trimester 3:** Not offered

Students will be required to display that they have some knowledge of the principles and methodologies of forensic accounting. These students have to demonstrate that as accountants they are able to collect evidence, reconstruct financial trails and prove how fraud occurred and who was responsible. All these will be done by following forensic principles and established methodologies. The learning of this course will follow a different approach from undergraduate studies and will focus on both the field and practical approaches to forensic accounting. Using forensic accounting theories and methodologies, this course will discuss the tactics to tackle the ever-increasing fraudulent financial activities in the corporate world. This course will also discuss issues and controversies faced by the current accounting and auditing environment. This course will make use of case studies based on the corporate fraud in the practical environment.

AF402 Legal Elements of Fraud

**Prerequisites:** Entry in the postgraduate diploma program

**Trimester 1:** Not offered  
**Trimester 2:** F at L  
**Trimester 3:** Not offered

The Legal Elements of Fraud is emerging as a significant area in forensic accounting and there is a high demand from the profession for expertise in such areas. This course will be a core unit for the forensic accounting programme. The course exposes, and explores, the various types, methods and approaches to the fundamental issue involved in fraud. In doing so, particular emphasis will be placed on how fraud occurs, how it can be combated, the legal implications, the methods and resorts used and of course the extent of damage it can cause.

AF405 Fraud Accounting & Fraud Investigation in Financial Reports

**Prerequisites:** Entry in the postgraduate programme

**Trimester 1:** Not offered  
**Trimester 2:** Not offered  
**Trimester 3:** F at L

This course is designed to introduce students to the general principles and processes of Fraud Accounting and Fraud Investigation in Financial Reports. In this course the practice of Fraud Accounting is explained in the context of fraud occurrence, fraud prevention, fraud detection, fraud examination and fraud investigation in the business financial statements.

AF411 Current Developments in Accounting Research - Financial

**Prerequisites:** GPA of 3.0 or better in Accounting major courses

**Semester 1:** F at L  
**Semester 2:** Not offered

This course aims to provide students with an understanding of the issues involved in the regulation of financial reporting. It investigates the regulatory approaches employed and the rationales for regulation. The regulatory perspective provides a framework for the analysis of specific contemporary issues in financial reporting. Consideration of these issues illustrates the political nature of the regulatory process and provides the basis for an alternative explanation of the objectives of financial reporting and the use of particular accounting methods in financial statements.
### AF412  Current Developments in Accounting Research - Managerial

**Prerequisites:** GPA of 3.0 or better in Accounting major courses.

**Semester 1:** Not offered  
**Semester 2:** F at L

The primary focus of this course is to study how management accounting information systems should be designed so as to provide adequate information for planning, decision-making, and control of organisational activities with specific reference to the South Pacific economic scene. The accounting information systems will be discussed in conjunction with how people in organisations are likely to use and react to the information. The course will also address current developments in management accounting practice and research.

### AF413  Advanced Accounting Theory

**Prerequisites:** GPA of 3.0 or better in Accounting major courses.

**Semester 1:** Not offered  
**Semester 2:** Not offered

This course is structured to examine theoretical aspects of accounting and adequacy of conceptual accounting doctrines in providing relevant, reliable, and objective accounting information. The theoretical issues covered will be of special relevance to the South Pacific Island economies.

### AF415  Reading Courses in Accounting

**Prerequisites:** GPA of 3.0 or better in Accounting major courses.

**Semester 1:** Not offered  
**Semester 2:** Not offered

This course provides flexibility to students who wish to have an understanding of the literature in specific topics in accounting and financial management. The special topics available in any semester will depend on staff research and teaching interests. Students’ research interests will be accommodated wherever possible.

### AF418  Introduction to Research Methodology

**Prerequisites:** GPA of 3.0 or better in Accounting major courses.

**Semester 1:** Not offered  
**Semester 2:** F at L

The course aims to give students a general understanding of different types of accounting research and the range of research methodologies that are available, and to equip students with practical research skills and knowledge to be applied to their dissertation projects. The course exposes, and explores, the variety of research methodologies and research methods adopted in (financial, management and auditing) accounting research. In doing so, particular emphasis will be placed on comparing and contrasting positivistic and interpretivist approaches, and on the differences between (and/or potential convergence of) mainstream accounting research within the region.

### AF420  Financial Statement Analysis

**Prerequisites:** Entry in the postgraduate programme.

**Trimester 1:** F at L  
**Trimester 2:** Not offered  
**Trimester 3:** Not offered

Money is the life blood of any business. How an organisation obtains and uses that money is of critical importance to the long term viability of that organisation. The financial health of the firm is presented in the four basic financial statements, the proper interpretation of which is critical for investors, creditors and internal management. This course is designed to help those involved in financial analysis make informed judgements as to the health of the organisation and provide guidance for improvement. This course is designed to help the student understand and interpret
financial statements. The course will include information on how to read and understand financial statements and how to apply this knowledge to determine the health and current status of a business.

**AF431 Advanced Management Accounting**

**Prerequisites:** Entry in the postgraduate programme

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An examination of planning and control processes in organisations, and the involvement of management and management support personnel with them. The following topics will be considered. ‘Formal’ and ‘organisational’ perspectives on management planning and control. Planning and decision-making in organisations: some alternative perspectives and descriptions. Planning and budgeting: theoretical perspectives and organisational descriptions. Organisation structures and structuration. Control processes in organisations: some alternative perspectives. Participation as a mode of organisational control. Accounting control systems: some alternative perspectives. Designing management accounting systems; prescription or organisational choice. Categorising and evaluating the literatures on management planning and control.

**AF432 Information Systems Control & Audit**

**Prerequisites:** Entry in the postgraduate programme

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Analysis of internal control and auditing procedures in an EDP environment, use and limitations of common procedures, test desks, audit packages, etc., problems associated with differing applications, use of standard packages, mini and micro-computer based systems, distributed data processing, database applications.

**AF433 Advanced Studies in Financial Accounting**

**Prerequisites:** Entry in the postgraduate programme

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A critical review of conceptual framework programmes for financial accounting and reporting. Issues with the traditional financial reporting structure. The impact of the fair value model of accounting on issues related to revenue and expense recognition, and the identification and measurement of assets and liabilities. Evaluation and application of the solvency test. Examination of accounting issues and techniques associated with specific industries and complex business structures. Topics may include accounting in the construction, real estate development, finance and extractive industries; group accounts; segment reports; accounting for unincorporated associations; trading trusts; reporting problems arising from off-balance-sheet financing; pension accounting; foreign currency translation. Accounting for heritage assets, accountability beyond the traditional accounting model. Accountability through the directors’ and chief executives’ reports. Corporate social responsibility. Social and environmental accounting.

**AF434 Business Information Systems**

**Prerequisites:** Entry in the postgraduate programme

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Nature and functions of computer–based information systems used to support management of a business; business databases and reporting; practical experience with business applications software.
AF435 Business Research Methods

Prerequisites: Entry in the postgraduate programme

**Trimester 1:** Not offered  **Trimester 2:** Not offered  **Trimester 3:** Not offered

This course will introduce students to the basics of business research methods. Topics include probability theories and concepts, hypothesis formulation and testing, linear regression, multiple regression techniques, non-parametric methods, variance analysis, queuing theory and linear programming.

AF436 Accounting for Management Control

Prerequisites: Entry in the postgraduate programme

**Trimester 1:** F at L  **Trimester 2:** Not offered  **Trimester 3:** Not offered

This course aims to develop in students the ability to appreciate critically the principles of the operations of any management control systems (MCSs) they are likely to encounter in their (future) careers, with a view to both operating effectively within them and, where appropriate, helping to improve them. Accounting control systems (e.g. budgets) are a very important part of MCSs, both in profit oriented and for non-profit organisations. Indeed, the chief accounting officer in a large company is often called the “The Controller”. One aim of the course is therefore, to enable accounting and finance students to recognise how accounting controls should best be designed and operated in order to try to ensure that a particular organisation and its units remain “in control”.

AF437 Issues of Governance & Ethics Accounting

Prerequisites: Entry in the postgraduate programme

**Trimester 1:** Not offered  **Trimester 2:** F at L  **Trimester 3:** Not offered

The aim of this course is to expose the students to the need to develop and employ an advanced sense of moral reasoning in accounting practice, notwithstanding the regulatory framework that directs practice. To this end, this course will address ethical issues pertaining to the practice of accounting auditing and accountability, such that students will be able to undertake such practices applying reasoning as identified by Kolberg as being consistent with post-conventional moral development.

AF438 Current Developments in Accounting Research: Auditing

Prerequisites: GPA of 3.0 or better in Accounting major courses

**Semester 1:** Not offered  **Semester 2:** Not offered

An examination of current areas of research in auditing and substantive studies in each area. The following topics will be considered: theory about auditing; overview of audit research; research areas; nature of audit work; agency theory and the existence of the audit function; human information processing in auditing; audit teams and the review process; statistical auditing; effects of the audit report; job satisfaction and performance in audit firms; performance criteria and evaluation. Future development in audit theory and research.
AF439 Advanced Taxation Contemporary Issues

Prerequisites: Entry in the postgraduate programme

Trimester 1: Not offered  Trimester 2: Not offered  Trimester 3: Not offered


AF440 Structure of International Taxation

Prerequisites: Entry in the postgraduate programme

Trimester 1: Not offered  Trimester 2: Not offered  Trimester 3: Not offered

This course aims to assist you to formulate an appreciation of international tax structures, double tax agreements, and tax avoidance and evasions schemes. The course will use case studies based on actual schemes that have eventuated, rather than being based purely on theory. Some case studies that will be used during the semester will be constructed based on current and potential new developments in this area. The course will draw on various materials, which address current issues and controversies surrounding the subject.

AF600F Accounting & Financial Management SRP (Full-Time)

AF600P Accounting & Financial Management SRP (Part-Time)

AF700F Accounting & Financial Management Master’s Thesis (Full-Time)

AF700P Accounting & Financial Management Master’s Thesis (Part-Time)

AF800F Accounting & Financial Management PhD Thesis (Full-Time)


AG111 Introduction to Agricultural Economics

Prerequisites: None

Semester 1: Not offered  Semester 2: F at A and P at C

This course is an introduction to basic economic ideas within an agricultural context. Topics include agricultural production resources, marginal analysis, input combinations, product interrelationship, cost concepts, economics of scales, and type of agricultural markets.

AG124 Fundamentals of Soil Science

Prerequisites: None

Semester 1: F at A and P at C  Semester 2: Not offered

This course is designed to introduce students to the basic knowledge of soil formation, the physical, chemical and biological properties of soil, soil fertility and fertilizers, soil survey and classification, soil erosion and soil management in relation to crop production.
AG134  Agricultural Mechanisation

Prerequisites: None

Semester 1: Not offered  
Semester 2: F at A and P at C

The course will give the student a basic understanding of the internal combustion engine and its maintenance. It exposes students to a range of machines and equipment available for use in agriculture and to provide some hands-on training in their operations and maintenance with special emphasis on tractors and some cultivation implements.

AG164 Introductory Agricultural Biology

Prerequisites: None

Semester 1: F at A and P at C  
Semester 2: Not offered

This course introduces students to basic plant biology relevant to crop production. Topics include basic concepts of botany, anatomy, morphology, physiology, taxonomy, ecology, cell biology, genetics and plant breeding, and tropical environment and effects of climatic factors on crop growth and development in the South Pacific.

AG165 Field & Plantation Crops Production

Prerequisites: None

Semester 1: Not offered  
Semester 2: F at A and P at C

This course will provide detailed studies of production aspects of the most important field, plantation, and horticulture crops in the South Pacific region. Each crop will be assessed for its place, economic significance and potential in the region and possible improvements in production and quality. Coverage will include production environment, husbandry practices, harvesting, utilisation and post-harvest handling.

AG172 Principles of Animal Nutrition

Prerequisites: None

Semester 1: F at A and P at C  
Semester 2: Not offered

This course provides students with basic knowledge of animal anatomy and physiology and animal nutritional requirements. Emphasis will be on how to apply the core concepts of nutrition in practical feeding of farm animals to obtain optimum outcomes.

AG211 Agricultural Development

Prerequisites: None

Semester 1: F at A  
Semester 2: Not offered

The course examines the major problems of agricultural development confronting tropical countries today especially the in South Pacific. Adopting an essential interdisciplinary approach the course examines the wider issues involved in managing natural, human and technological resources in agricultural development planning; the effects of social and political institutions; markets and infrastructure; and problems of aid and trade and to examine critically remedial agricultural policies to foster more rapid development in the region.
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<thead>
<tr>
<th>Code</th>
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<tbody>
<tr>
<td>AG212</td>
<td>Farm Management Principles</td>
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<tr>
<td></td>
<td>Prerequisites: None</td>
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<td></td>
<td><strong>Semester 1:</strong> F at A and P at C</td>
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<td><strong>Semester 2:</strong> Not offered</td>
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<td>This course’s subject matter integrates the basic agricultural economics with the technical husbandry skills of crops, livestock, soils, plant protection and farm machinery and put them into a management and planning framework. The analyses and illustrations are based on the actual experiences and data from the farmers in the South Pacific region.</td>
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<tr>
<td>AG213</td>
<td>Statistics for Agriculture</td>
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<tr>
<td></td>
<td>Prerequisites: None</td>
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<td></td>
<td><strong>Semester 1:</strong> Not offered</td>
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<td><strong>Semester 2:</strong> F at A and P at C</td>
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<td></td>
<td>This course introduces students to a basic and practical understanding of statistical methods as applied to agricultural data analysis and enable them to collect, organise and analyse data, and to state meaningful hypotheses statements and conclusions from research results. Students also learn simple experimental designs and analyse the relationship between two variables.</td>
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<tr>
<td>AG221</td>
<td>Soil Fertility &amp; Plant Nutrition</td>
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<td></td>
<td>Prerequisites: AG124</td>
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<td></td>
<td><strong>Semester 1:</strong> Not offered</td>
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<td><strong>Semester 2:</strong> F at A and P at C</td>
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<td></td>
<td>This course is designed to provide students with knowledge of soil fertility parameters governing crop growth, especially in the South Pacific and to carry out appropriate practices to improve and maintain the productivity of agricultural land.</td>
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<tr>
<td>AG266</td>
<td>Horticultural Crops Production</td>
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<td>Prerequisites: None</td>
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<td></td>
<td><strong>Semester 1:</strong> Not offered</td>
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<td><strong>Semester 2:</strong> F at A and P at C</td>
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<td></td>
<td>The course is designed to provide students with training in the selection and preparation of land for crop production, learning the theory and practice of propagation of crops using both seed and vegetative methods, knowledge and skills in nursery making and management, principles and skills in cropping systems of vegetables, seeding rate calculations and making planning calendars, knowledge and skills in production of important horticultural food and high value ornamental crops of the South Pacific region.</td>
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<tr>
<td>AG268</td>
<td>Pathogens &amp; Pests of Crops</td>
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<td></td>
<td>Prerequisites: None</td>
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<td></td>
<td><strong>Semester 1:</strong> F at A</td>
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<td></td>
<td><strong>Semester 2:</strong> Not offered</td>
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<td></td>
<td>This course is designed to introduce students to the various agents that induce diseases and cause damage in crop plants and/or their produce. Emphasis will be placed on identification of the various organisms; understanding their biology and ecology, and the nature of damage they cause. The course provides students with the background needed to study crop protection.</td>
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</tbody>
</table>
AG273  Monogastric Livestock Production

Prerequisites: AG172

Semester 1: Not offered  Semester 2: F at A and P at C

The course covers theory and practice of scientific techniques of pig and poultry production. The topics covered will include status of pig and poultry industry in the South Pacific region, pig and poultry breeds, their housing, nutrition, feeds and feeding systems, health and routine care of stock and quality and quantity of products obtained, and record keeping.

AG311  Agricultural Project Management

Prerequisites: None

Semester 1: F at A  Semester 2: Not offered

This course is designed to provide students with an intensive knowledge of the principles and practices of agricultural project appraising, planning, implementing, financing, monitoring and evaluating with emphasis on the tools of managerial analysis and decision making. The challenges, opportunities and constraints faced in managing agricultural development projects in the agro-economic environment of South Pacific island countries will also be discussed.

AG312  Agricultural Marketing & Supply Chains

Prerequisites: AG111

Semester 1: Not offered  Semester 2: F at A

The course provides analytical techniques to evaluate different agricultural marketing problems and programs, with special reference to Pacific Island countries. The topics include study of market structure, behavior, performance, price spread, and supply chains, of agricultural products. Food marketing regulations, protection and promotion of consumer health and safety, and food quality standards assurance such as ISO 9000 series and HACCP implementation are also discussed.

AG314  Agribusiness Finance & Risk Management

Prerequisites: None

Semester 1: F at A  Semester 2: Not offered

This course provides an understanding of tools, techniques and other skills necessary to analyze financial decision making as applied to small and large agribusiness enterprises. Selected topics include: financial math; understanding and evaluating financial statements; valuation of financial assets; agribusiness investment appraisal, lease versus purchase decisions involving land, machinery and crops; working capital management. Course also covers frameworks and techniques for categorizing, analyzing and planning for risk management for agribusinesses firms and supply chains.

AG351  Agricultural Extension & Programmes Planning

Prerequisites: AG251

Semester 1: Not offered  Semester 2: F at A

This course aims to provide students with the knowledge and skills used in planning and developing agricultural extension communications and the effects of socio-cultural factors on choosing suitable extension teaching methods for farmers. The major practical component of the course requires students to plan and undertake an agricultural extension program relating to an assigned rural community.
AG363  Pest & Disease Management

Prerequisites: AG165

Semester 1: Not offered  Semester 2: F at A and P at C

This is a multi-discipline course integrating husbandry and pesticide information together with biological and other useful means of control to give an integrated crop pest and disease management approach. Such an approach will assist students to apply the more theoretical content from previous courses to practical situations.

AG364  Sustainable Agricultural Production

Prerequisites: AG165 & AG266

Semester 1: F at A  Semester 2: Not offered

The course provides an understanding of the environmental and climate change interface with agricultural production systems and the techniques and policies for efficient management of agricultural resources (soil, water, plants, animals, etc.) in different farming systems of the South Pacific region for sustainable production of food, feed, fibre, firewood, etc. Topics include tropical farming systems, agroforestry, cropping patterns, sequential cropping, mixed cropping, timing of crop production, seed technology and tissue culture in relation to crop production, hydroponics, organic crop production, sustainable livestock production systems, and phytosanitary requirements of export of food products.

AG366  Crop Physiology & Breeding

Prerequisites: None

Semester 1: F at A  Semester 2: Not offered

This course is designed to provide an understanding of the fundamentals of tropical crop physiology and breeding relevant to the region. Crop physiology: control of development; leaf canopy and root system; dry matter production by interception and conversion of solar radiation; transpiration control and dry matter production; pattern of assimilates; environmental and physiological control of yield; crop breeding; revision of basic genetics; basic features of plant breeding; objectives of plant breeding; plant breeding schemes; supplementary techniques including tissue culture and genetic engineering; disease resistance; genetic resource conservation.

AG372  Animal Genetics & Breeding

Prerequisites: None

Semester 1: F at A  Semester 2: Not offered

Subject areas to be covered will include aspects of gene actions, population genetics, nature and cause of variation, selection, genetic progress, breeding systems, embryo transfer, modern breeding technology, breeding programmes for different species of farm animals.

AG373  Ruminant Livestock Production

Prerequisites: AG273

Semester 1: F at L and P at C  Semester 2: Not offered

This course provides students with in-depth theoretical and technical knowledge of ruminant (Beef and dairy cattle, goat, and sheep) farming systems. Topics covered include importance of ruminants and ruminant products in the South Pacific region, ruminant livestock breeds, ruminant livestock diseases and parasites, tropical pasture as a feed for ruminants, tropical pasture species, nutritional values, pasture establishment and management, fodder crops and concentrate supplements.
AG383 Research Project Management Skills

Prerequisites: AG213

Semester 1: F at A & L
Semester 2: Not offered

This course is designed to provide students with understanding of theoretical and applied aspects of agricultural research methods so that they are able to choose appropriate research methods and analytical tools for managing research projects for specific types of research problems. Students are required (individually or in a team) to conduct research experiments/field surveys on specific topics of their choice in any particular sub-discipline of agriculture, and then analyse the data, interpret results, draw conclusions and communicate them in project reports and seminars.

AG384 Vocational Practical Training

Prerequisites: None

20 weeks: F at A

This course requires the student to obtain an accumulated period of 20 weeks of practical Skills in the major identified agricultural enterprises at the alafua campus ireta farm and Saft in the following units: poultry, piggery, cattle, sheep, goats, soils, root crops, fruit Trees, vegetables, extension, economics, plant protection, tissue culture, engineering and Agroforestry and other approved units. The student may also accumulate time in saft Approved appropriate institutions in the student’s home country by special arrangement and supervision, especially during the end-of-year break. This will allow for work placement Opportunities as well as the beneficial use of advanced agricultural enterprises as student Laboratories.

AG401 Advanced Design & Analysis of Experiment

Prerequisites: AG213

Semester 1: Not offered
Semester 2: F at A

This course is designed to provide advanced skills in experimental design; sampling theory and practice; estimation of population parameters; analysis using non-parametric procedures; design, analysis, interpretation and display of factorial experiments; covariance analysis; linear models; advanced analysis of variance and treatment contrasts; response curves and surfaces and the use of computer packages for statistical analysis.

AG411 Agricultural Production & Managerial Economics

Prerequisites: Entry into the postgraduate programme

Semester 1: F at A
Semester 2: Not offered

This course provides students with applied economic techniques for analysing farm production systems. Topics include critical analysis of principles of production economics and decision theory, estimation and interpretation of agricultural production and cost functions, evaluation of farm resource use allocation and efficiency, and agricultural production analysis under uncertainty.

AG412 Advanced Agricultural Marketing

Prerequisites: Entry into the postgraduate programme

Semester 1: Not offered
Semester 2: F at A

This course covers advanced concepts and principles of agricultural marketing and supply chain management. Its focus is on how agripreneurs can manage all aspects of supply chain activity to
create a sustainable, competitive and cooperative arrangement for optimizing the transportation, processing or storage cost and the coordination of supply chain and food quality and safety systems including HACCP.

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**AG415 Agricultural & Rural Development Policy**

**Prerequisites:** Entry into the postgraduate programme

**Semester 1:** F at A  
**Semester 2:** Not offered

This course will critically analyse the issues, objectives, conceptual theoretical foundations, and instruments of various policies and practices aimed at agricultural and rural development. The focus of discussion will be on policies related to marketing of farm products and inputs, rural financial markets, cooperatives, land reform, agricultural research and extension, climate change, and a range of issues from the perspectives of developing countries and the Pacific Island Nations.

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**AG422 Advanced Soil Fertility & Plant Nutrition**

**Prerequisites:** None

**Semester 1:** F at A  
**Semester 2:** Not offered

Soil fertility and productivity - effects of soil physical, chemical and biological characteristics on productivity. Nutrients on soil - factors influencing nutrient availability; their interactions and availability to plants; soil fertility evaluation. Plant nutrients - role of macro and micro nutrients in plants; deficiency and toxicity symptoms; interactions of plants nutrients and antagonistic elements; chelates. Fertilizers - simple and compound NPK fertilizers; effects of different soil management practices on fertility and productivity. Coralline soils - their characteristics and management.

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**AG461 Crop Physiology**

**Prerequisites:** Entry into the postgraduate programme

**Semester 1:** Not offered  
**Semester 2:** F at A

This course is intended to provide details, principles, and techniques of measurement of the physiological processes in crops. In particular, the relationship of crop yield to radiation, light interception, efficiency of photosynthesis and partitioning of dry matter will be examined.

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**AG464 Advanced Pest Management**

**Prerequisites:** AG363

**Semester 1:** F at A  
**Semester 2:** Not offered

This course is designed to enable students to learn various techniques for analyzing insect pest situations and processes to good pest management.

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**AG465 Mixed Cropping**

**Prerequisites:** Entry into the postgraduate programme

**Semester 1:** F at A  
**Semester 2:** Not offered

This course examines the yield advantages of mixed cropping compared with mono-cropping, especially inflow-input input cropping systems under various environmental and management conditions. It also investigates the factors affecting the competitive ability of different species in mixtures and imparts an understanding of the underlying ecological processes affecting both the yield advantage of mixtures and the competitive ability of the component species, giving special attention to the relative magnitude of above ground and below ground interactions. The various experimental designs useful in the study of mixed cropping (plant competition) will also be examined.

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**KEY TO CAMPUS CODES**

- **A** = Alafua, **CI** = Cook Islands, **E** = Emalus, **K** = Kiribati, **LAB** = Labasa, **L** = Laucala, **LTK** = Lautoka, **NA** = Nauru, **NI** = Niue, **RMI** = Republic Marshall Islands, **SI** = Solomon Islands, **TOK** = Tokelau, **TON** = Tonga, **TU** = Tuvalu
AG471  Advanced Poultry & Swine Production

Prerequisites: Entry into the Postgraduate Programme

Semester 1: Not offered  Semester 2: F at A

This course is designed to equip students with understanding of the importance of the poultry and pig industries in the Pacific economy and modern trends in poultry and swine production. The course will equip them with practical knowledge of the production systems, the breeds and breeding programmes of poultry and pigs, their housing, feeding, common diseases and management, processing and marketing of pigs and poultry with emphasis on the South Pacific region. The course will also prepare students in the management of secondary species of poultry (turkeys, ducks etc.) and the integration of poultry and pigs with other farming systems in the region.

AG472  Advanced Ruminant Livestock Production

Prerequisites: Entry into the Postgraduate Diploma programme

Semester 1: F at L  Semester 2: Not offered

This course is intended to prepare and equip students with the recent trends in ruminant livestock production. This will enable them to better understand the pressing needs of ruminant livestock in terms of housing, breeding, nutrition, behaviour, welfare, waste management, and disease prevention. This implantation of these practices in the Pacific Island Countries will be one of the main focuses of this course.

AG473  Advanced Animal Products & By-products Processing

Prerequisites: Entry into the Postgraduate Programme

Semester 1: Not offered  Semester 2: F at A

The course discusses production and supply of safe processed livestock products for human consumption and environment-friendly and economically sound technologies of managing waste emanating from the livestock production chain is the emphasis of the course. Value addition to livestock products and by-products will also be discussed.

AG474  Improving Livestock Production Through Breeding

Prerequisites: Entry into the postgraduate diploma programme

Semester 1: F at L  Semester 2: Not offered

This course is designed to provide students with understanding of the recent trend in animal breeding. Students will be able to address the lack of interest and knowledge in animal breeding in the Pacific Island Countries and develop practical and sustainable breeding programmes.

AG600F  Agriculture SRP (Full-Time)

AG600P  Agriculture SRP (Part-Time)

AG700F  Agriculture Master's Thesis (Full-Time)

AG700P  Agriculture Master's Thesis (Part-Time)

AG800F  Agriculture PhD Thesis (Full-Time)

AG800P  Agriculture PhD Thesis (Part-Time)
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<tr>
<th>Code</th>
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<tr>
<td>BF101</td>
<td>Introduction to Financial Institutions &amp; Markets</td>
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<tr>
<td>BF201</td>
<td>Banking Management</td>
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<tr>
<td>BF202</td>
<td>Banking Law</td>
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<tr>
<td>BF302</td>
<td>Advanced Banking Management</td>
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<tr>
<td>BF401</td>
<td>Advances in Financial Institutions &amp; Markets</td>
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### BF101 Introduction to Financial Institutions & Markets

**Prerequisites:** None

**Semester 1:** Not offered  
**Semester 2:** F at L

This course introduces students to the theoretical framework of financial markets and reviews the organisation and operations of financial institutions. It is designed to provide an understanding of the financial system and the functioning of institutions that operate in it. It will also give students an understanding of the fundamentals of business finance, including the sourcing of finance and its management by enterprises. Special reference will be made to the business environment in the Pacific.

### BF201 Banking Management

**Prerequisites:** AF101

**Semester 1:** F at L  
**Semester 2:** Not offered

The main objectives of this course are to enable students to understand the major issues in the area of banking management; to familiarise themselves with fundamental financial models relevant to management of liabilities, credit, liquidity and profitability in banking firms; and to be able to use the various financial analysis techniques in understanding the typical banking management problems and taking managerial decisions. The course is designed to lay a strong foundation for all higher level courses in the area of banking management.

### BF202 Banking Law

**Prerequisites:** AF108 or AF205

**Semester 1:** F at L  
**Semester 2:** Not offered

This course covers the principal legal instruments, relationships and dealings commonly arising in the day to day business of a banker. Topics are canvassed at a depth appropriate to a person needing to be an accomplished and competent actor within a legal environment, yet not claiming the expertise of a legal professional. Domestic banking topics focus on Fiji law with reference to the law of other South Pacific jurisdictions for comparative purposes where library facilities permit. Throughout the course emphasis is placed upon standard form banking documentation in use locally.

### BF302 Advanced Banking Management

**Prerequisites:** BF201

**Semester 1:** Not offered  
**Semester 2:** F at L

This course builds upon BF201 and reviews such topics as the marketing of financial services, organisation and management of financial institutions, international banking transactions, subordination and priority agreements, contract bonds and guarantees, syndicated loans and international capital raising.

### BF401 Advances in Financial Institutions & Markets

**Prerequisites:** Entry in the postgraduate programme

**Semester 1:** Not offered  
**Semester 2:** Not offered

The main objectives of this course are to enable participants to capture the advances in the organisation and methods of financial markets, such as money markets and capital markets, as well as the various institutions and instruments constituting these markets, in both domestic and...
global contexts. The course design will include theoretical foundations, descriptive understanding and skill development, enabling participants to acquire the management capabilities required by the institutions which utilise such systems.

**BF402  Special Topic in Banking & Finance**

**Prerequisites:** Entry into the Postgraduate programme  
**Semester 1:** Not offered  
**Semester 2:** Not offered  
The topic of this course will be decided in consultation with the department and will normally be designed to fit in with the student’s research interests.

**BF600F  Banking & Finance SRP (Full-Time)**  
**BF600P  Banking & Finance SRP (Part-Time)**  
**BF700F  Banking & Finance Master’s Thesis (Full-Time)**  
**BF700P  Banking & Finance Master’s Thesis (Part-Time)**  
**BF800F  Banking & Finance PhD Thesis (Full-Time)**  
**BF800P  Banking & Finance PhD Thesis (Part-Time)**

**DG100  Introduction to Leadership, Governance & Human Rights**

**Prerequisites:** None  
**Semester 1:** Not offered  
**Semester 2:** B and P at C  
The course explores how modern concepts of leadership and governance differ from traditional South Pacific notions. It asks what is expected of modern leaders, what is meant by good governance, and what are human rights and where do they come from? The course explores the links between leadership, governance and human rights on the one hand, and “development” on the other. The course introduces the use of a “gender lens” as an analytical tool.

**DG101  Principles of Good Leadership & Governance**

**Prerequisites:** None  
**Semester 1:** B and P at C  
**Semester 2:** Not offered  
This course explores several themes regarding leadership and governance introduced in DG100. In particular, it analyses principles of ethical leadership and examines two important theories of leadership: transformational leadership and adaptive leadership. The course considers how negotiation and dispute resolution skills expand a person’s leadership capacity. It analyses patterns of leadership in the South Pacific. Regarding governance, the course examines transparency and accountability, two key aspects of good governance. It also considers how corruption undermines good governance and looks at causes and cures. The components of a good governance regime are proposed whether for a small organisation, a business or a national government.

**DG102  Laws, Legal Systems & Access to Justice**

**Prerequisites:** None  
**Semester 1:** Not offered  
**Semester 2:** B and P at C  
In this course, students will learn how to navigate legal systems and how to assist others to do so. The course will consider the sources of modern theories of law and justice and the role of laws.
It will analyse how laws are made and how out-dated or deficient laws can be improved. The role of formal and informal courts will be examined. The functions of the police, legal aid, judiciary, lawyers, prosecution, and the corrections services will be analysed. Analysis of case studies of litigants and ‘victims’ of crime.

**DG200 Human Rights at Local, National, Regional & International**

**Prerequisites:** DG100

**Semester 1:** B and P at C  
**Semester 2:** Not offered

This course considers, from the perspective of a Pacific Island person, the extent to which that person’s human rights are protected and promoted. The course analyses the strengths and limitations of human rights protections at local, national, regional and international levels. Particular attention is given to United Nations human rights mechanisms, and several UN treaties are examined to assess their relevance for Pacific Islanders. Topics considered include women’s rights, the rights of those with disabilities and children’s rights. Also considered are human rights and education, HIV AIDS, and climate change. The course asks whether a human rights culture exists in the South Pacific.

**DG301 Leadership, Governance & Human Rights Internship**

**Prerequisites:** DG100, DG101 & PS103

**Semester 1:** Not offered  
**Semester 2:** B and P at C

This course is a structured and supervised course that provides students with opportunities to apply, in real-life situations, the knowledge, skills and perspectives gained from studying other Diploma courses. Students will be expected to carry out a project in a workplace of their choice, such as an NGO, faith-based organisation, school, local government authority or agency. The course lecturer may assist students to seek for placement. Through practical work or project experience, students will apply knowledge and skills gained from other Diploma courses to broaden their work capacity and experience.

**DG400 Advanced Research Methodology**

**Prerequisites:** Approval of Director or nominee

**Semester 1:** F at L and O at C  
**Semester 2:** F at L and O at C

This course introduces participants to the rationale of and different approaches to research. Students acquire the necessary basic technical skills to conduct independent research and also gain practical experience in the use of these skills. The main content of the course is a practical approach to the conduct of social science research projects. A major portion of the course assessment will be the practical research including data collection and analysis, and research proposals write up. It provides students with the knowledge and skill to conduct surveys and in-depth studies. Students will be taught basic statistics and will also gain hands-on experience with computer software and statistical packages.

**DG403 Public Financial Management**

**Prerequisites:** Approval of Director or nominee

**Semester 1:** F at L and O at C  
**Semester 2:** Not offered

Management of the financial activities of governments, whether with respect to the management of budgets, management of government business enterprises, prudent supervision of government financial enterprises, or management of provident funds or other trust funds held on behalf of the
public, is a key area needing improvement in governance. Instances of grand corruption usually take place through these avenues. Students will be taught the principles of good budgeting systems and public financial management. They will also examine the issues involved in budgetary and financial management reform, and what is involved in the effective prudential supervision of financial institutions including the banking system, provident funds and stabilisation and other trust funds.

DG404  Ethics of Governance

Prerequisites: Approval of Director or nominee

Semester 1: Not offered  Semester 2: F at L

This course introduces basic ethics concepts and relates themes to the challenges of governance. Accordingly the course will look at the concept of ethics, ethics in relation to morality, ethics in relation to law, and ethics as expressed in concepts of justice, fairness, rights and social contract.

DG405  Special Topic in Governance in the Pacific

Prerequisites: Approval of Director or nominee

Semester 1: Not offered  Semester 2: F at L

This course is offered to cater for the academic needs and development interests of individual students. Course content will vary with individual circumstances, for example a course a) relate to intended thesis work, b) comprising components from more than one course, c) offered by more than one discipline, d) with a significant experimental component, or e) taken at the discretion of another department or school, in each a student covers topics for which he/she does not have the normal prerequisites.

DG406  Theories of Governance

Prerequisites: Approval of Director or nominee

Semester 1: F at L  Semester 2: Not offered

The course introduces graduate students to the major current theories of governance and explores the relationships between these theories and actual practice. On the basis of this sound conceptual framework students will be better equipped to assess governance practices in the real world. The course has two sections, the first looking at the possibility of governance theory, the second looking at current governance themes. The first section examines current theories of governance, governance and the state (institution building), governance and society (deliberative policy networks and the possibilities of self-governance and co-governance), and governance as communication. The second part of the course, on current themes, examines the ideas of governance for human development, digital governance, multi-level governance, governance and dispute resolution; governance of small states, and the measurement of governance using indicators.

DG407  Conflict & Justice

Prerequisites: None

Semester 1: F at L  Semester 2: Not offered

In the contemporary world there are numerous conflicts including openly violent conflicts which generally have negative consequences for the people in these very difficult circumstances. In addition to gross violation of human rights including loss of lives, livelihoods and property, there is displacement of large numbers of people who may end up as refugees. Conflict is often seen...
as emerging from the failure of the state and its institutions to address perceived and real issues regarding unfair treatment and injustices. These may arise out of social exclusion, differential treatment based on ethnicity (‘race’, culture, and religion), competition over natural resources and/or the distribution of the earnings from such resources as well as the environmental and social consequences of the exploitation of such resources, and competition over political power. This course will examine a range of conflict situations, their causes and consequences with a particular reference to conflicts in Oceania, and will assess the processes adopted to resolve conflicts in the short and longer terms, and their outcomes and ask the question if social justice has been achieved. Institutional arrangements for peace building, reconciliation and long term stability will be examined.

**DG408 Public Policy Implementation & Appraisal**

**Prerequisites:** Approval of Director or nominee

**Semester 1:** Not offered  
**Semester 2:** F at L

This course examines processes of policy planning, implementation, and evaluation. Given the importance of successful policy implementation in the Pacific region, it is highly desirable that graduates of the governance programme have a thorough understanding of the processes of policy development, the challenges of successful policy implementation, and techniques of policy implementation evaluation.

**DG410 Development Theories & Alternatives**

**Prerequisites:** Approval of Director or nominee

**Semester 1:** F at L  
**Semester 2:** Not offered

This course examines issues related to development and change within the context of a group of diverse societies often referred to as the Third World. In it we will research the impact of colonialism and its legacies on these societies, the changing character and meaning of development, and the nature of relationships between class and race as well as between tradition and modernity. We will also examine the politics of identity and indigenousness, the significance of democracy for developing civil society and human rights, and the role of state institutions in fostering development and change to help draw together these themes and to ensure that we grasp the connections between them. We will derive some of our early examples from Fiji. Its relatively small size will make our study more manageable, although the issues raised remain international in their scope and complex in their depth.

**DG411 Governance & Governments in the South Pacific**

**Prerequisites:** Approval of Director or nominee

**Semester 1:** Not offered  
**Semester 2:** F at L and O at C

A “state” can be defined in various ways and the broadest definition includes the regime in power and public institutions including three branches of a government: judiciary; executive; and parliament. Structures and quality of these three public institutions are crucial to determine the governance of the state. Of course, structure and quality of other institutions such as local governments, political parties, civil society organisations and private corporate sectors as well as traditional institutions (e.g. chiefly system) and informal systems (e.g. social capital) are also important in determining the characteristics of governance of a state.
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<tr>
<th>Code</th>
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<tr>
<td>DG413</td>
<td>Special Topic in Development Studies 1</td>
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<td><strong>Prerequisites:</strong> Approval of Director or nominee.</td>
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<td><strong>Semester 1:</strong> Not offered  <strong>Semester 2:</strong> F at L</td>
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<td>This course is offered to cater for the academic needs and development interests of individual students. Course content will vary with individual circumstances, for example a course a) relating to intended thesis work, b) comprising components from more than one course, c) offered by more than one discipline, d) with a significant experiential component, or e) taken at the discretion of another department or school, in which a student covers topics for which he or she does not have the normal prerequisites.</td>
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<th>DG414</th>
<th>Special Topic in Development Studies 2</th>
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<tr>
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<td><strong>Prerequisites:</strong> Approval of Director or nominee</td>
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<td><strong>Semester 1:</strong> Not offered  <strong>Semester 2:</strong> Not offered</td>
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<tr>
<th>DG415</th>
<th>Urbanisation, Development &amp; Urban Planning</th>
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<td><strong>Prerequisites:</strong> Approval of Director or nominee</td>
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<td><strong>Semester 1:</strong> Not offered  <strong>Semester 2:</strong> F at L</td>
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<td>This course is based on an interdisciplinary approach to theoretical development issues concerning urbanisation, and the dynamics of Third World urban development. It is designed to help students undertake scientific inquiry and research on emerging urban issues particularly in the context of Pacific Islands. The course deals with contemporary urban development issues including urban infrastructure and basic services, and issues of urban employment and the environment. Considerable attention is also given to urban planning/development policies and strategies within the broader framework of sustainable development.</td>
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<tr>
<th>DG416</th>
<th>Development Internship</th>
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<td><strong>Prerequisites:</strong> Approval of Director or nominee</td>
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<td><strong>Semester 1:</strong> F at L  <strong>Semester 2:</strong> F at L</td>
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<td>Development Internship is a structured supervised educational course that provides students practical experience working in selected international and regional organisations, government ministries and departments, parliaments, NGOs and civil society organisations. The course is designed to enable students both to demonstrate and to enhance their development knowledge and skills through placement experience and project work.</td>
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<th>DG417</th>
<th>NGOs, Civil Society &amp; Development</th>
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<td><strong>Prerequisites:</strong> Approval of Director or nominee</td>
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<td><strong>Semester 1:</strong> F at L  <strong>Semester 2:</strong> Not offered</td>
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<td>People-centred development, incorporating greater popular participation, is now recognised as an important development strategy. Civil society organisations (CSOs) and non-governmental</td>
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organisations (NGOs) with their participatory approaches and grassroots connections have emerged as important catalysts for change and development. This course examines the nature of and processes involved in the deepening of democracy through civil society organisations.

DG420 Regionalism & Policy Development

**Prerequisites:** Approval of Director or nominee

**Semester 1:** Not offered  
**Semester 2:** F at L

Regionalism and Policy Development is a structured educational course designed for students from various development agencies, government ministries and departments, parliaments, NGOs and civil society organisations. Its goal is to investigate the dynamics of regional cooperation and its value for national development, and to enhance the skills and competencies of senior and middle management needed to engage more effectively with regional cooperation. The topics cover both global and regional issues but a particular emphasis is on the Pacific Plan.

DG422 Environmental Change & Green Development

**Prerequisites:** Approval of Director or nominee

**Semester 1:** F at L  
**Semester 2:** Not offered

This course is multidisciplinary in nature. It is designed to provide students with knowledge about contemporary debates on environment-development and climate change. The course focuses on environmental and climate change and their impacts at different levels: global, regional, national and local. Greenhouse gases, global warming, sea level rise, and their consequences will be critically examined. Responses to environmental challenges with a mix of more sustainable development initiatives such as renewable energy resources and green technologies will be discussed. The course will also cover green-politics/eco-politics, environmental movements, green development and environmental migration. The course will have special focus on the Small Islands Developing States (SIDS) and Pacific Island Countries (PICs).

DG600F Development Studies & Governance SRP (Full-Time)

A Supervised Research Project (SRP) is a small thesis of 30,000 words, taken as part of a Master’s degree along with two Development Studies/Governance 400-level courses.

DG600P Development Studies & Governance SRP (Part-Time)

A Supervised Research Project (SRP) is a small thesis of 30,000 words, taken as part of a Master’s degree along with two Development Studies/Governance 400-level courses.

DG700F Development Studies & Governance Master’s Thesis (Full-Time)

A Master’s thesis is a major study of 50,000 words on a subject developed in conjunction with the supervisor. In it the student will need to demonstrate mastery of research skills and ability to present and argue a thesis.

DG700P Development Studies & Governance Master’s Thesis (Part-Time)

A Master’s thesis is a major study of 50,000 words on a subject developed in conjunction with the supervisor. In it the student will demonstrate mastery of research skills and the ability to present and argue a thesis.
DG800F  Development Studies & Governance PhD Thesis (Full-Time)

DG800P  Development Studies & Governance PhD Thesis (Part-Time)

EC100  Introduction to Economics

**Prerequisites:** Form 7 or Foundation level Mathematics

**Semester 1:** P at C  **Semester 2:** F at L

This course may not be credited towards a major, minor or Diploma in Economics, nor may it be credited together with a pass in EC101 or EC102. The course provides a self-contained, one-semester introduction to economics and is designed specifically for students who wish to familiarise themselves with the basics of economics, but who do not intend to study it to a higher level. This course begins with a discussion of the nature and scope of economics and then proceeds to examine in detail key aspects of microeconomic and macroeconomic theory. Applications of economic theory are discussed in relation to current economic issues in the Pacific Island economies and in the world economy as a whole.

EC101  Principles of Macroeconomics

**Prerequisites:** Form 7 or Foundation level Economics or Mathematics

**Semester 1:** O at C  **Semester 2:** F at L

Macroeconomics deals with the behaviour of the whole economy. This course is designed primarily to familiarise students with the basic theory of income determination - what determines the level of national income and output in modern economies.

EC102  Principles of Microeconomics

**Prerequisites:** Form 7 or Foundation level Economics or Mathematics

**Semester 1:** F at L  **Semester 2:** O at C

This course introduces students to microeconomics, the other branch of economics, which examines the behaviour of individuals, households, firms, and specific firms. The main emphasis in this introductory course is on the development of a sound understanding of theories of consumption and production. The course also provides the insight that individual decision makers, acting rationally and independently to maximise individual welfare, contribute to the overall welfare of all the market participants.

EC201  Intermediate Macroeconomics

**Prerequisites:** EC101

**Semester 1:** F at L  **Semester 2:** O at C

This course has three major objectives. The first is a deepening of the understanding of how an economy works as a system, with complex interactions among variables and economic factors. The second is the explanation of how exogenous factors, especially government policies, can affect the system, together with the fostering of a capacity to evaluate real-world policies, including those pursued by governments in the South Pacific region. The third objective is the delineation of competing macroeconomic theories and the ways in which they have evolved; attention centres on the expanded Keynesian system, Monetarism and the Classical system.
EC202  Intermediate Microeconomics
Prerequisites: EC102

Semester 1: O at C  Semester 2: F at L
This is an intermediate level neoclassical microeconomics course which presents theories that try to explain how South Pacific societies “allocate scarce resources amongst competing ends”. The course covers the usual theories of consumer behaviour, firms’ production and costs, market structures, theories of income distribution, general equilibrium and welfare economics. Given the small size of Pacific economies, there will be greater emphasis on monopoly and oligopoly theory. There will be an introduction to applications of microeconomics to international economics, public finance, environment, welfare economics and gender economics.

EC203  Economic Statistics
Prerequisites: EC101 or EC102

Semester 1: F at L  Semester 2: O at C
This course gives you the basic theoretical and practical hands-on experience on statistical methods in economics. Students are taught how to do basic statistical calculations and analysis using Microsoft Excel. The course starts with an introduction of basic concepts in statistics, including techniques for presenting data, describing statistics, probability theory, and discrete and continuous distributions. By the middle of the semester issues such as sampling distributions and estimation methods are introduced and finally hypothesis tests and the theory of ordinary least squares and time series analysis are introduced.

EC301  Macroeconomics Analysis
Prerequisites: EC201 and EC203 or equivalent

Semester 1: Not offered  Semester 2: F at L and O at C
This course builds on macroeconomic and microeconomic courses offered by the School of Economics at 100- and 200-levels. It uses theoretical analysis to develop policy prescriptions in a highly controversial field which is of great practical significance to present-day policy-makers.

EC302  Microeconomics Analysis
Prerequisites: EC202 and EC203 or equivalent

Semester 1: F at L  Semester 2: O at C
The course builds a sound micro-foundation to understand key issues in economic analysis. The subject provides a theoretical framework to understand welfare economics, uncertainty and risk, economics of strategy, economics of regulation, asymmetric information, cost-benefit analysis, provision of public goods, income re-distribution and government spending and taxation. Both graphical and calculus based derivations are used to construct examples to analyse complicated economic problems.

EC303  Econometrics
Prerequisites: EC201 and EC203 or equivalent

Semester 1: Not offered  Semester 2: F at L
This course is an introductory one that teaches students the fundamental concepts and methods of estimation in Econometrics. It also introduces basic applied econometrics. The theory covered in this course includes Ordinary Least Squares estimation procedure and hypothesis tests on
parametric estimates. The students are taught how to interpret the estimated parameters and use such estimates to predict or forecast economic or social events. The Excel software is extensively used for data management and GRETL and EViews are taught for econometric estimations.

EC304  Development Economics

Prerequisites: EC201 and EC203 or equivalent

Semester 1: F at L  Semester 2: O at C

This course gives students a systematic introduction to the characteristics and problems of developing countries. It also: surveys the main theories and models of growth and development; and examines a range of policy-related issues bearing on industrial and agricultural development, international trade, transport, technology, gender, the environment, structural ‘adjustment’, foreign aid, foreign investment, and demography. In all cases, the general significance of these issues is established first, and then possible relevance to the circumstances of the Pacific Islands is identified and discussed. In addition, certain topics of particular importance in the islands are examined in especial detail, notably environmental problems, population growth and migration, trade and aid issues in an era of deregulation, and the consequences of ‘smallness’ for development in general and policy formulation in particular.

EC306  International Economics

Prerequisites: EC202 and EC203 or equivalent

Semester 1: P at C  Semester 2: F at L

This course provides the theoretical base required to understand the key issues in the field of international economics. Key topics include: the theory of international trade, trade policy, Pacific Island countries’ trading structures and the role of the World Trade Organisation in facilitating international trade.

EC307  Resource & Environmental Economics

Prerequisites: EC102

Semester 1: O at C  Semester 2: F at L

This course provides detailed coverage of theoretical and applied issues in the interlocking fields of natural resource economics and environmental economics, both in general terms and with special reference to the South Pacific. While aimed primarily at students majoring in economics, the course is designed to be of interest to all students with a basic (100-level) grounding in microeconomics.

EC308  Economics of Tourism

Prerequisites: EC100 or EC102

Semester 1: F at L  Semester 2: Not offered

This course is designed to appeal primarily to students majoring in economics and/or tourism studies. It introduces students to the economic logic underlying the development, structure and performance of the tourism industry and analyses the impact of tourism on a wide range of economic and other variables, particularly in the Pacific Island context.
**EC311  Labour Economics**

**Prerequisites:** EC102

**Semester 1:** F at L  
**Semester 2:** P at C

This course provides a sound understanding of the labour market and equips students with the basic tools necessary to analyse contemporary labour market issues such as the functioning of labour markets, affirmative action policies, labour mobility, information and job search, unemployment, minimum wages and wage/income inequality.

**EC401  Advanced Macroeconomic Analysis**

**Prerequisites:** Entry in the postgraduate programme

**Semester 1:** Not offered  
**Semester 2:** F at L

This course addresses issues such as inflation, unemployment, economic growth, consumption, central banking and exchange rates using an open economy macroeconomic framework. It is assumed that students will have background knowledge in the areas of AD-AS model and IS-LM analysis.

**EC402  Advanced Microeconomic Analysis**

**Prerequisites:** Entry in the postgraduate programme

**Semester 1:** F at L  
**Semester 2:** Not offered

This course examines current issues in microeconomics including the mathematics of optimisation, consumer theory, choice under uncertainty, production theory, the behaviour of firms in different market situations and the limits of markets as an allocation mechanism.

**EC403  Applied Econometrics**

**Prerequisites:** Entry in the postgraduate programme

**Semester 1:** F at L  
**Semester 2:** Not offered

This course aims at deepening the understanding of modern econometric analysis. The course will cover a variety of topics ranging from econometric theory to econometric applications. The theoretical aspects will cover maximum likelihood method, generalised methods of moments, maximum simulated likelihood method and their asymptotic justifications. In terms of applications, time series, cross-sectional and panel data will be used within the theoretical framework with emphasis on theoretical interpretation.

**EC404  Economic Growth & Development**

**Prerequisites:** Entry in the postgraduate programme

**Semester 1:** Not offered  
**Semester 2:** F at L

This course examines the theories of economic development in recent times. It will cover specific economic development related issues such as foreign aid, trade, human resource, privatisation, technological advancement, investment and human welfare.

**EC405  Agricultural Economics**

**Prerequisites:** Postgraduate Diploma in Economics

**Semester 1:** Not offered  
**Semester 2:** Not offered

This course will use theory and techniques learnt in EC402 and apply it to Food Economics and Marketing, and Agricultural Industries. Students will acquire skills that would enable them to...
work as a professional agricultural economist in an industry or government, or to proceed to a career in agricultural economics research. Students will use a combination of parametric and non-parametric statistics to solve farm management problems. Estimation of frontier production/cost function(s), data envelopment analysis and linear programming will be covered.

**EC406 International Economics & Trade**

**Prerequisites:** Postgraduate Diploma in Economics  
**Semester 1:** Not offered  
**Semester 2:** F at L  
This course examines the microeconomic theory and policy issues of international trade. It will examine the gains from trade, the determinants of patterns of international trade and the effects of trade on income distribution. It will then turn to policy and analyse a number of arguments for effective trade and industrial policies. It will also look at preferential trading areas using Pacific Island and Asia Pacific economy case studies.

**EC407 Policy Analysis**

**Prerequisites:** Postgraduate Diploma in Economics  
**Semester 1:** F at L  
**Semester 2:** Not offered  
This is an introduction to a range of economic policy issues and applications that are current for most Pacific Island Countries (PICs). The topics include: population projections and policy implications for education financing and labour market analysis, quantitative poverty analysis and poverty alleviation policies, cost benefit analysis and applications, issues in privatisation, monopoly regulation, and trade integration. These topics may be added to, as and when resource persons become available. The course is a “hands-on” approach that takes students through practical data analysis, the derivation of sound statistical results, and the formulation of policy advice given through clear easy to read reports.

**EC408 International Finance & Development**

**Prerequisites:** Postgraduate Diploma in Economics  
**Semester 1:** F at L  
**Semester 2:** Not offered  
This course will focus on international finance with an emphasis on developing countries. The course will be both, theoretical and applied in nature. It will address several core issues pertaining to international finance in developing countries. Some of the core areas of focus are: international finance in a global context, finance and development in Pacific Island countries, the financial sector in developing countries, the link between the financial sector and economic growth, market failures and governance in the financial sector, long-term financing and debt, foreign direct investment, capital outflows, micro-finance and money laundering.

**EC410 Monetary Economics**

**Prerequisites:** Postgraduate Diploma in Economics  
**Semester 1:** F at L  
**Semester 2:** Not offered  
This course will discuss theoretical issues relating to exchange rate behaviour and management; current account; capital mobility; purchasing power and international prices; role of international institutions (IMF and The World Bank) and the global economy; fiscal and monetary policy effectiveness in open economies.
EC412 Economics of Governance & Institutions

**Prerequisites:** Postgraduate Diploma in Economics

**Semester 1:** Not offered  
**Semester 2:** F at L

A course in economics of governance and institutions accomplishes a series of courses that constitute the basic training for economists. In this course students study the impact of institutions on the incentives of economic agents and as a result on the wealth of the society. Institutional structure of the economy determines the incentives of the participants of economic activity, the range of their possibilities and the transaction costs they bear. Institutions have proven important for economic and social development. Much discussion nevertheless revolves around which types of institutions matter, and to what extent these institutions change over time. This course introduces the main categories that describe the institutional structure of the society and help to understand that institutions matter both in theory and in practice.

EC414 Special Topic

**Prerequisites:** Postgraduate Diploma in Economics

**Semester 1:** Not offered  
**Semester 2:** Not offered

This is a Special topic, which shall be offered if resources are available. The title of this course will be Special Topic and not tagged for any particular subject. Any subject of interest can be offered under this title. Special topics are offered from time to time. Thus course serves the purpose.

EC415 Environmental & Resource Economics

**Prerequisites:** Postgraduate Diploma in Economics

**Semester 1:** Not offered  
**Semester 2:** Not offered

This course in environmental and resource economics will address selected issues such as market failures; common property issues; institutions; global environment and natural resources; economic tools of environmental assessment; public policy issues relating to environment and natural resource conservation.

EC416 World Trade Organisation & Trade Liberalisation in Development

**Prerequisites:** Entry into the Postgraduate Diploma in Diplomacy and International Affairs

**Semester 1:** F at L  
**Semester 2:** Not offered

This course is specific to WTO and trade liberalisation. It covers trade related issues for developing and more specifically for small and vulnerable economies. The course provides deeper insights into international trade affairs and draws heavily from the WTO and related libraries to explain the role and patterns of world trade within the context of WTO rules and agreements. In addition, it provides an assessment of regional and bilateral trade agreements and development implications with specific references to Pacific Island states.

EC417 Growth Theory & Empirics

**Prerequisites:** Postgraduate Diploma in Economics

**Semester 1:** Not offered  
**Semester 2:** F at L

This course is specific to the theory and empirics of economic growth. It is built on the analysis of theoretical growth models, especially after the classic works of Solow (1956), Romer (1986) and Barro and Sala-i-Martin (1992). It also addresses the recent developments in the theory and empirics of growth. Students are exposed to practical computer lab sessions to apply the
latest econometric methods with country specific time series and cross-country panel data sets to explain (i) the sources of growth, (ii) the effects of plausible determinants of growth; and (iii) simulate growth models for policy. The course is expected to be innovative as new ideas, econometric software and theoretical insights become apparent.

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<tr>
<td>EC600F</td>
<td>Economics SRP (Full-Time)</td>
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<td>EC600P</td>
<td>Economics SRP (Part-Time)</td>
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<td>EC700F</td>
<td>Economics Master’s Thesis (Full-Time)</td>
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<td>EC700P</td>
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<tr>
<td>EC800F</td>
<td>Economics PhD Thesis (Full-Time)</td>
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<tr>
<td>EC800P</td>
<td>Economics PhD Thesis (Part-Time)</td>
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**FM101  Financial Mathematics**

**Prerequisites:** None

**Semester 1:** F at L  
**Semester 2:** P at C

This course will introduce students to the application of mathematics to financial calculations. Skills acquired in this course are relevant to the comprehension of sophisticated financial modelling in advanced courses. Topics include simple and compound interest, time value of money, continuous compounding, fixed and growing annuities, probabilities in a financial context, regression and multivariate analysis, and portfolio optimisation. The course will assume familiarity with the mathematics covered in MA101. Topics will be chosen only for their relevance to future needs in a course on finance, and all will be illustrated with practical financial examples.

**FM102  Personal Financial Planning**

**Prerequisites:** AF101

**Semester 1:** Not offered  
**Semester 2:** F at L

This course fills a two-fold need in a finance major programme. Firstly it introduces students to basic financial concepts and decisions and the fundamental elements of financial planning. These concepts will be revisited in following courses in a variety of more conventional contexts, for example, corporate and small business financial management. Secondly such a course introduces students to a rapidly growing area of financial management seen as playing an important role in developing, increasingly affluent and also ageing societies. Fulfilling the latter need is of particular importance in Pacific societies where knowledge of appropriate personal financial management is crucial to improving living standards.

**FM201  Financial Institutions & Markets**

**Prerequisites:** FM101

**Semester 1:** F at L  
**Semester 2:** Not offered

This course is designed to introduce the mechanics of financial markets and institutions. Its focus, whilst primarily descriptive, provides a basis for determining an appropriate financial markets structure for the individual countries of the region and for the region as an economic bloc. The emphasis is on describing the structure of financial markets in general, how those markets function, how they relate to various economic and political structures and how they facilitate the effective and efficient transfer of financial resources.
### FM202 Small Business Finance

**Prerequisites:** FM101  
**Semester 1:** Not offered  
**Semester 2:** F at L

This course concerns the financial management of small business enterprises. The course is designed to achieve dual but related aims. First, it is designed to apply theories concepts and models studied in earlier finance courses to the unique environment of small business management. Second, it focuses on the application of small business finance management models and techniques to small business management as it operates in the South Pacific region where this business form is prevalent. The course also explores current and relevant past research done in the area of small business finance.

### FM301 Portfolio Analysis & Investment

**Prerequisites:** FM201 or FM202 or AF208  
**Semester 1:** F at L  
**Semester 2:** Not offered

This course focuses on the essential considerations required in the process of the formation, analysis and management of investment portfolios. Portfolio theory, markets efficiency and asset pricing models such as CAPM and single-index models introduced in previous courses are critically evaluated in full. Techniques and practices used in security selection for institutional investment portfolios and coverage of derivative securities as it is pertinent to investment choice and portfolio formation is provided.

### FM302 Financial Management in the Pacific Region

**Prerequisites:** FM201 or FM202 or AF208  
**Semester 1:** Not offered  
**Semester 2:** F at L

The focus of this course is to explore the challenges and problems of adapting some of the techniques, models and practices studied in earlier courses to the local region. Students will study how effective financial markets structures and management practices currently absent from the region might be introduced and employed and the problems of doing so. This course will utilise input from local and regional industry practitioners.

### FM303 International Finance

**Prerequisites:** FM201 or FM202 or AF208  
**Semester 1:** F at L  
**Semester 2:** Not offered

This course focuses on aspects of investing and financing across borders in an increasingly global business environment. It explores the process and risks of investing across borders and financing internationally. Aspects such as foreign exchange, taxation and regulatory issues will be investigated. International diversification as a business strategy will be evaluated. The impact of increasing globalisation will be explored. A particular emphasis will be on managing the various risks associated with operating in an international business environment.

### FM305 Financial Risk Management

**Prerequisites:** FM201 or FM202 or AF208  
**Semester 1:** Not offered  
**Semester 2:** F at L

This course extends the material covered in earlier courses such as FM202. It focuses on providing a thorough understanding of derivatives markets and techniques for managing asset risk. The nature and role of derivative securities in this process is explored. Topics covered include the use of

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**KEY TO CAMPUS CODES**

- **A** = Alafua, **CI** = Cook Islands, **E** = Emalus, **K** = Kiribati, **LAB** = Labasa, **L** = Laucala, **LTK** = Lautoka, **NA** = Nauru, **NI** = Niue, **RMI** = Republic Marshall Islands, **SI** = Solomon Islands, **TOK** = Tokelau, **TON** = Tonga, **TU** = Tuvalu
derivative securities, forward and futures contracts on stock indices, investments and consumptive assets, options on stocks, stock indices and futures, swaps, hedging positions/strategies, binomial option pricing, numerical techniques in option pricing, exotic options and options on non-traded assets.

**FM401 Corporate Finance**

**Prerequisites:** Entry in the postgraduate programme

**Semester 1:** Not offered  
**Semester 2:** Not offered

Using corporate finance theories and models, this course will discuss current topics, issues and also controversies faced by the capital market participants in their day-to-day operations. The course will make use of case studies based on the actual corporate events, for example, changing corporate structures and processes, relevancy or irrelevancy of financial models, mergers and acquisitions, corporate failures and the impact of financial crisis. Some cases may be constructed during the semester as new developments unfold. Student participation in the teaching and learning process will be encouraged.

**LM112 Principles & Problems in Land Tenure**

**Prerequisites:** None

**Semester 1:** F and P at L  
**Semester 2:** Not offered

This course will provide a broad foundation for future study in land management and development. Students will absorb critical knowledge about land terminology, principles and practices. The course will allow students to compare their own experiences in land issues with those in other countries and in other times, exploring a range of solutions to land tenure problems. The course is intended to provide students with an opportunity to develop critical thinking on a range of issues affecting sustainable land management and development in the Pacific Region.

**LM113 Introduction to Geomatics**

**Prerequisites:** LM112

**Semester 1:** Not offered  
**Semester 2:** F at L

This course will introduce students to the role of GIS in land resource management together with appropriate computation and data management using modern computer technology. The purpose and use of cadastral survey techniques including aerial photography interpretation will be discussed. Students will also be introduced to the potential use of satellite technology such as GPS, remote sensing and satellite imagery. The role of mapping in land management and development will be examined.

**LM211 Property Investment Analysis**

**Prerequisites:** LM112, LM113

**Semester 1:** F at L  
**Semester 2:** Not offered

The course introduces the physical, legal and financial aspects of property (residential, industrial, commercial, rural, etc.). It leads to a better understanding of individual decision making (house purchase or rental) and to investment decisions based on modern financial analysis. The course also introduces to the Investment approach to property valuation.
LM213  Land & Building Economics  
Prerequisites: LM211, LM215  
Semester 1: Not offered  
Semester 2: F at L  
The course is presenting the major concepts in urban and building economics. Urban economic concepts will be mostly related to location theory and analysis. Building economics concepts are related to life cycle costing, cost and benefit ratio analysis, and control of cost and depreciation. Cost estimating, including determination of material, labour, equipment, overhead, profit, and other construction costs. Special attention will be given to Pacific Islands specific residential and non-residential modes of construction, maintenance and costing (formal and informal).

LM214  Property Management  
Prerequisites: LM211, LM215  
Semester 1: Not offered  
Semester 2: F at L  
This course is designed to develop knowledge of procedures and skills required in the management and brokerage of real estate. Property agents act on behalf of clients for the process of acquiring, selling or managing real estate. Property management is the management of real estate. A property manager provides a comprehensive, orderly and ongoing programme that analyses all investment aspects of a property to ensure a financially successful operation. This includes the collection of rents, marketing, budgeting, maintenance, record keeping and tenant relations. Special emphasis will be placed on the client trust relationship and the importance of ethical conduct.

LM215  Town & Country Planning  
Prerequisites: LM112, LM113  
Semester 1: F at L  
Semester 2: Not offered  
This course is intended to provide a basic understanding of the activities that determine environments, the inter-relationships between these activities, planning theories and principles, and planning processes with particular reference to developing countries. The course attempts to integrate three fields of study: (a) physical, economic and social environments and activities; (b) planning theories, methods and principles, and planning processes and practices; and, (c) consideration of the compensation/betterment problem.

LM216  Planning & Environmental Law  
Prerequisites: None  
Semester 1: Not offered  
Semester 2: F at L and P at C  
The course looks closely at the Planning Law in USP member countries and land use controls. In addition, the environmental laws governing planning activities will be introduced to students. Covenants restricting land use and easements relating to land will be discussed.

LM311  Property Valuation Methodology  
Prerequisites: LM211, LM213, LM214, LM215 and LM216  
Semester 1: F at L  
Semester 2: Not offered  
This course is built on some of the theoretical and practical issues evolved in earlier courses, RE101 or LM111 and RE205 or LM211 incorporating contemporary international theory and practice. The subject is very practically oriented to prepare students for a career in the property industry. The lectures, assignments and field visits reflect this essential industry/practice component.

KEY TO CAMPUS CODES
A = Alafua, CI = Cook Islands, E = Emalus, K = Kiribati, LAB = Labasa, L = Laucala, LTK = Lautoka, NA = Nauru, NI = Niue, RMI = Republic Marshall Islands, SI = Solomon Islands, TOK = Tokelau, TON = Tonga, TU = Tuvalu
LM312  Property Development

Prerequisites: LM211, LM213, LM214, LM215 and LM216

Semester 1: F at L  Semester 2: Not offered

The principal objective of land management is the allocation of scarce resources with respect to land, whether they are physical resources, legal interests, commercial gain, equitable rights, cultural traditions, or other. In externally influenced infant Pacific Island economies the role of land management primarily relies on technical quantitative and qualitative skills in order to begin the process of definition, evaluation, and control of land and its related rights and interests. In an evolving economy the land management (or property) profession plays a critical role in advising relevant parties to achieve their respective goals within the development process. These goals are often financial and short-term, but ideally should be strategic and longer term. Property development entrepreneurs are the innovators who develop, renovate, and manage new and existing real estate products in ways that minimise expenditure and maximise returns (however quantified) thus better satisfying the market. Property developers are primarily facilitators who can look at bare land or an obsolete building and envision a finished product with a demand from prospective users.

LM313  Specialised Valuation

Prerequisites: LM211, LM213, LM214, LM215, LM216 & LM311

Semester 1: Not offered  Semester 2: F at L

This course continues from RE302 (now LM311) with methods, case studies and application of valuation procedures to value licensed properties, plant and machinery, service stations, valuation for insurance purposes, asset valuation and statutory (rating and compulsory acquisition) valuation. Special attention is given to the application of the advanced methods and all valuation approaches studied in previous courses will apply where appropriate. Various aspects of valuation are brought together and their application to a cross section of property types taking into account the limitations and problems associated with each approach. Other issues to be reviewed and studied include duties and liabilities of a valuer; presentation of case in a court and arbitration proceedings.

LM315  Land Management Synthetic Project

Prerequisites: LM211, LM213, LM214, LM215, LM216, LM311 and LM314

Semester 1: Not offered  Semester 2: F at L

The purpose of this course is to give students the opportunity to carry out a major synthetic project in the general area of land development, planning and management. The course is based on a studio formula and it should bring together all the different components of the land management programme.

LM317  Land Law

Prerequisites: Approval by HOS or nominee

Semester 1: F at L  Semester 2: Not offered

The course introduces the students to the general principles of land and real estate law. Topics to be covered will include ownership interests, land titling and registration, law of mortgages and real estate financing, leases and licenses and landlord and tenant rights and duties.
LM318   Industry Internship

Prerequisites: LM211, LM213, LM214, LM215, LM216 & agreement with SLMD approved sponsor

Semester 1: F at L                Semester 2: Not offered

This course is a two week block course introduction to industry workplace expectations, followed by a 200 hour industry internship placement, which will give final year students a practical introduction to the vocational environment. The block course will provide professional skills, such as writing a CV and preparing for an interview, it will flesh out the USP generic courses by drawing on experiences of staff and stakeholders, on private and public sector employment issues. The 200 hour internship will allow students to experience the workplace before taking up full time employment and will allow students and prospective employers to establish post-graduation employment opportunities.

LM401   Land Economics

Prerequisites: Entry in the postgraduate programme or approval of HOS or nominee

Semester 1: F at L                Semester 2: Not offered

The aim of this course is to bring students to a comprehension of the economics of urban land and to an understanding of the economically rooted problems of cities and the development of remedies. The topics covered include the essential characteristics of land as a natural resource and as a universal economic good, the evolutionary and functional nature of human settlement as a prime land use from which are derived special qualities of productivity and to understand and appreciate certain unique features of urban land economics as an organised discipline.

LM402   Property Investment & Development Analysis

Prerequisites: Entry into postgraduate programme or approval of head or nominee

Semester 1: Not offered                Semester 2: F at L

This course will examine methods of investment appraisal and their comparison, the cost of sources of capital, project analysis, risk analysis and optimal financing. The study of project evaluation will cover the theory of property pricing, investment analysis and property portfolio performance with particular reference to the problems of measuring performance in the region. Market research and the effects of fiscal policy on property investment and development will be discussed. Decision and benefit cost analysis together with traditional valuation methods will be considered in relation to project appraisal.

LM420   Special Studies in Land Management

Prerequisites: Entry in the postgrad programme or approval of HOS or nominee

Semester 1: F at L                Semester 2: Not offered

LM600F   Land Management SRP (Full-Time)

LM600P   Land Management SRP (Part-Time)

LM700F   Land Management Master’s Thesis (Full-Time)

LM700P   Land Management Master’s Thesis (Part-Time)

LM800F   Land Management PhD Thesis (Full-Time)
LM800P  Land Management PhD Thesis (Part-time)

MBA421  Entrepreneurship & Innovation
Prerequisites: None
Trimester 1: F at L  Trimester 2: F at L  Trimester 3: F at L
This course explores the entrepreneurial process through which new business ventures are created. Case studies are used with an interactive discussion-based teaching approach, supplemented with presentations by local and regional entrepreneurs. Students learn how to write a complete business plan and present it to the class.

MBA422  Financial Institutions & Markets
Prerequisites: None
Trimester 1: Not offered  Trimester 2: Not offered  Trimester 3: Not offered
Financial markets facilitate allocation of financial resources to productive activities for the benefit of society. Financial institutions provide the institutional framework for markets by performing essential intermediation and distribution functions. The main objectives of this course are to enable participants to understand the organisation and methods of financial markets, such as money markets and capital markets, as well as the various institutions and instruments constituting these markets.

MBA423  Human Resource Management
Prerequisites: None
Trimester 1: F at L  Trimester 2: F at L  Trimester 3: F at L
The effective management of people has an important bearing on organisational success. The importance of personnel policies and procedures has created opportunities for managers and administrators with expertise in this field. The course provides conceptual and practical skills in areas such as the strategic aspects of human resource management, people-power planning, recruitment and selection, performance appraisal, training and development, salary administration and employee benefits. Industrial relations in the context of the South Pacific region is an important theme.

MBA425  Independent Study
Prerequisites: None
Trimester 1: Not offered  Trimester 2: Not offered  Trimester 3: Not offered
The independent study course will require the student to negotiate a learning contract with a lecturer or researching in an area relevant to the student’s interest. A programme of readings, activities, research and assessments will be prepared for review by the Head of School at course commencement.

MBA430  Special Topic in Business Administration
Prerequisites: None
Trimester 1: F at L  Trimester 2: F at L  Trimester 3: F at L
This course is designed to provide access to important topics which may not fit well into the confines of the traditional trimester-length course format. Some such topics represent recent breakthroughs in knowledge; they will be taught by USP and distinguished visiting staff from overseas.

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MBA431  Quantitative Business Analysis

**Prerequisites:** None

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Quantitative Business Analysis provides the student with a basic understanding of statistical concepts and their application to the business environment. The emphasis is on inferential statistics. However, the approach is applied with numerous examples from business. Students learn hypothesis testing and use statistical methods such as one-sample and two-sample tests for means and proportions, chi-square, one-way and two-way analysis of variance, and simple and multiple regression analysis.

MBA432  Accounting for Decision-making

**Prerequisites:** None

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This course develops the basic concepts and procedures underlying financial statements and introduces tools for analysing profitability, risk and other financial considerations underlying business decision-making. The accounting data inputs into an organisation’s Accounting Information System (AIS) will be evaluated. Such data includes both traditional financial reports and specialist reports prepared by the AIS.

MBA433  Management of Information Systems

**Prerequisites:** None

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Through the use of a range of software packages, the course examines the manner in which information is used for business-decision making. Methodologies and approaches for making the most effective use of information and information technology are presented and practised. As decision support systems (DSS) are becoming a major management tool, two such systems, knowledge based DSS and expert systems, are evaluated.

MBA434  South Pacific Business Environment

**Prerequisites:** MBA439

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The course covers key issues relating to the South Pacific business environment. Corporate social responsibility, regionalism, utilisation of natural resources, impacts of culture on business problems, labour relations, government support for business privatisation and the consequences of foreign investment will be considered. The relationships of business, culture and the natural environment, commercial law, as well as the ethics of various viewpoints and practices constitute major themes.

MBA435  Organisational Behaviour

**Prerequisites:** None

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The study of organisational behaviour is concerned with the causes of behaviour and the application of this knowledge to understanding the human aspects of organisational systems and their management. The focus is on individuals, on groups, and on organisations as a whole.
COURSE DESCRIPTIONS

FACULTY OF BUSINESS AND ECONOMICS

KEY TO SEMESTER AND MODE CODES
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MBA436  Finance

Prerequisites: MBA432

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The focus of this course is the role of finance, as a function of management, in maximising the value of the firm. Course participants will be expected to acquire the necessary conceptual insights, and analytical skills to perform the finance function in rapidly changing business environments, within and across countries. The course will be designed to strike a balance among three interrelated areas, viz., macro finance, investments, focusing on decision-making for choosing securities for the portfolio; and managerial or business finance, involving the management of the finance function at the level of a firm. Thus, the course will cover such topics as the essential concepts in finance, financial analysis, working capital management, short-term financing decisions and strategic long-term financing decisions including mergers, divestitures and leveraged buy-out.

MBA437  Marketing

Prerequisites: None

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Principles of marketing are discussed with reference to South Pacific products and services. Topics include: the role of marketing in the organisation and society; the marketing environment; customer markets and buyer behaviour; marketing research; market segmentation and positioning; the marketing-mix; product life cycle; marketing planning and implementation; and the ethical consequences of marketing actions. The marketing function is regarded as a key ingredient in management and strategic planning. Continuous reference is made to both the domestic and international marketplace.

MBA438  Operations & Quality Management

Prerequisites: MBA431

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While operations management originally developed in manufacturing organisation, theory and method have been expanded to cover operations in service organisations. Key business functions include product design, resource allocation, location and layout of facilities, scheduling activities, materials and inventory management, process integration, technology selection, capacity planning and work force improvement. Quality management and the philosophy underlying this commitment receive particular emphasis.

MBA439  Business Economics

Prerequisites: None

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This course provides an overview of the main principles, theories and techniques of economics and their relevance to the management of enterprises in market economies. It includes a review of the fundamentals of business economics, how markets work in a free enterprise economy, the role of governments in regulating and managing the economy, the economics of government/business/consumer relations, the economics of firms and industries, enterprise economics and economic techniques to assist management decision-making including the basics of cost-benefit analysis. The course also introduces students to the study of financial markets and the role of stock exchanges and the different equity and borrowing sources of funds for firms.
**MBA440 Strategic Management**

**Prerequisites:** MBA431, MBA432, MBA433, MBA435, MBA437, MBA438, MBA439

**Trimester 1:** F at L  
**Trimester 2:** F at L  
**Trimester 3:** F at L

This course commences with a review of the available models in strategic management. Then students choose a specific organisation in the Pacific Region and analyse each and every step of the strategic management process of the organisation on a group basis under the guidance of the concerned faculty member. Students will analyse the political, economic, social, and technological environments in the Region and their impact. They will examine the direction of the organisation, its vision and mission, goals and objective in the context, organisational strengths and weaknesses and the changing external environment. They will critically examine the past, present and possible future strategies, at corporate as well as at different functional levels, and evaluate their effectiveness. Then they will cross-examine the structure of the organisation to ensure successful implementation of the planned strategies to achieve the set objectives. In-depth analysis of the live case and stage-wise presentation for continuous improvement are the hall marks of this course.

**MBA441 International Marketing**

**Prerequisites:** MBA437

**Trimester 1:** Not offered  
**Trimester 2:** Not offered  
**Trimester 3:** Not offered

While drawing on the basic knowledge acquired by students through MBA437, this course examines major issues related to analysing international markets and developing international marketing strategies. The focus is hands-on learning of how companies interested in entering the global marketplace: (a) analyse, identify and assess marketing opportunities abroad, (b) decide whether to go international, (c) decide which particular market, (d) decide how to enter the chosen market(s), (e) develop a marketing programme for the target market(s), and design an effective organisational structure and control system for successful implementation of the international marketing programme. Course material is applicable to the whole spectrum of firms’ situations - from the beginning internationalists through to multinational corporations.

**MBA442 Services Marketing & Management**

**Prerequisites:** None

**Trimester 1:** Not offered  
**Trimester 2:** Not offered  
**Trimester 3:** Not offered

This course is for MBA students interested in a senior management career in the services sector. It integrates many different functions of management (operations, marketing, HRM and strategic planning) with an orientation towards practical application. The course will be service business case and practical exercise oriented with strong emphasis on application of theory and principles to real life situations. It will combine group work with individual work and provide an opportunity to analyse and study local organisations, with a view to improving the quality of service provided. This course should be appropriate for people in almost any sector of the economy: private, public or not-for-profit. Quality service should be integral to virtually any successful commercial, governmental or charitable organisation.

**MBA443 E-Marketing for Managers**

**Prerequisites:** None

**Trimester 1:** Not offered  
**Trimester 2:** Not offered  
**Trimester 3:** Not offered

This course will review and evaluate e-business and e-marketing theory and practice. Students will apply the theory through the development of a website for the prime purpose of marketing
a product or service or idea online. Although students are not expected to have background in website creation, the final outcome is contingent upon the technical skills each student will acquire and bring to their team project of building an E-commerce website. The student will learn the basic technical skills necessary to design and create a website.

MG101  Introduction to Management

Prerequisites: None
Semester 1: F at L and P at C  Semester 2: F at L and P at C

This course aims to help students understand important management concepts and theories, covering the basic management functions and other important issues from a practical perspective. It provides a comprehensive and integrated introduction to the process of management in both functional and behavioural aspects. In particular, the course targets the development of human skills, personal, interpersonal and group skills by using a wide range of teaching methods that encourage student participation during tutorials. It is therefore imperative for students to read the prescribed text and other relevant materials from the library and the internet, in order to be able to participate effectively.

MG106  Introduction to Human Resource Management

Prerequisites: None
Semester 1: F at L  Semester 2: P at C

MG106 replaced MG105 from 2010. This course introduces students to the basic concepts of human resource management, employment relations, the emerging HRM trends as well as management of human resources in the public sector. It is important to remember that there is no single right way to manage people. As such, the major aim of this course is to stimulate students to think about vital issues relating to human resource management and how it should be organised at workplace. The topics covered in this course are organised around four themes: the human resource management and environment, acquiring and preparing human resources, developing employees, and compensating and managing human resources. All these issues will be examined in the context of global changes taking place in the field of human resource management and the impact of such changes on the public and private sectors in the South Pacific Region.

MG201  Organisational Behaviour

Prerequisites: MG101
Semester 1: P at C  Semester 2: F at L

MG201 introduces fundamental concepts in the field of organisational behaviour (OB). Managers worldwide fully appreciate the significance of OB and how, as a field of study, it assists them in dealing with the challenges facing 21st century organisations through a solid understanding of human behaviour at work—both of self and others. It is also true that OB is a very interesting and relevant subject because almost all of us are interested in human behaviour and expect to work in some organisation at least part of our adult lives. Organisations fail or succeed, decline or prosper because of people, i.e. because of what people do or do not do every day on the job. Therefore, OB is concerned with the study of what people do in an organisation and how that behaviour affects the performance of the organisation. It is now also recognised that effective organisational behaviour is the foundation, and the effective management and leadership of organisations requires thoughtful application of competencies related to the behaviour of people at work.
MG202 Operations Management

Prerequisites: MG101

Semester 1: F at L  Semester 2: P at C

This course is intended to introduce students to the field of Operations Management (OM) and create an appreciation of the significance of OM decisions. Some of these decision areas include workforce, process, capacity, quality and inventory. Students will learn to examine the effectiveness of operations systems in both manufacturing and services, identify operations problems and propose solutions for improvements.

MG204 Management of Industrial Relations

Prerequisites: MG101 or MG106

Semester 1: F at L  Semester 2: P at C

At the core of industrial relations are different views on how to manage relationships between an organisation, its employees and their representatives as well as parallel arguments on how governments should frame laws and policies to best encourage efficient and equitable industrial relations within organisations. The many controversies about industrial relations demonstrate its great strength as an academic subject. Thus this course provides students with a robust introduction to the study and operation of industrial relations. It is designed to provide students with a body of knowledge on industrial relations theory, an understanding of the relationships between the major actors in an industrial relations system, processes and an introduction to outcomes, issues and trends in industrial relations.

MG206 Marketing Principles & Strategies

Prerequisites: MG101

Semester 1: P at C  Semester 2: F at L

This course is an in depth survey of the principles of marketing. The course is based on an understanding of the importance of marketing to the success of any business endeavour. While strategy and planning considerations are covered, the emphasis is on buyer behaviour and the use of the marketing mix to reach that buyer successfully. Students will receive a working understanding of the concepts and procedures of marketing in today’s environment, and its inter-relationship with other business functions. Students whose primary interests lie in other fields will go away with the foundation to understand how marketing relates to their primary area of interest.

MG214 Principles of Public Sector Management

Prerequisites: MG101 or MG106

Semester 1: F at L  Semester 2: P at C

MG214 familiarizes students with the key theories underpinning public sector management and the role of government. In particular, it focuses on the contents of Traditional Public Administration theory and the New Public Management (NPM) model. The course deliberates on how both ideologies influence the design of a wider range of management systems and practices in the public sector such as strategic planning, human resource management and public policy making. Central to such deliberations is a delineation of how the NPM approach ascends to central stage and with a detailed evaluation of its relevance to the management of public services in the region.
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<td>MG301</td>
<td>Management of Service Operations</td>
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<td><strong>Prerequisites:</strong> Two 200-level MG Courses or TS106 and TS207 or TS106 and TS213 or TS106 and SO201</td>
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<tr>
<td>Semester 1:</td>
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<td>This course explores the strategic, operational, marketing and financial issues related to the provision of a service that leads to a high level of customer satisfaction. It examines the ways by which human resources can be managed effectively to achieve this. The methodologies available for measuring, analysing and designing service systems are evaluated, along with the role that marketing has in attracting customers and shaping their expectations. The financial implications of providing a quality service are examined.</td>
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<td>MG302</td>
<td>Human Resource Management</td>
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<td><strong>Prerequisites:</strong> MG204</td>
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<td>This course introduces the functional area of human resource management. It focuses on employer/employee strategies, policies and techniques. Topics cover the role of human resource function, employee planning and forecasting, recruitment and selection, employee development and employer employee relations, human resources information systems, performance management, career planning and development, compensation and benefits, employee health and safety, international human resource management and other important aspects in this field. Students are expected to gain broad knowledge of the theory and practice of human resource management. Emphasis is given to the acquisition of skills that have direct application to any sector, public, private or voluntary.</td>
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<td>MG303</td>
<td>International Marketing</td>
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<td><strong>Prerequisites:</strong> MG206 and other 200 level MG courses</td>
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<td>The course introduces the multiple dimensions, environments, and strategies of international marketing. General topics include the changing character of the world economy, the globalisation of markets, regional regulatory agencies, the international financial system, and the variable impacts of politics and culture on contracts and trade agreements. Strategic topics include foreign market assessment, foreign market entry, responding to competition, product modification, pricing decisions, channel selection, and cross-cultural promotion. Case studies and the preparation of a product/service export plan integrate the general understanding with concrete and practical experience.</td>
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<td>MG305</td>
<td>New Venture Creation</td>
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<td><strong>Prerequisites:</strong> 2 x 200-level MG courses</td>
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<td>Semester 1:</td>
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<td>This course, which explores the skills, attitudes and knowledge needed to create and manage new ventures, focuses on finding and developing opportunities for promising new enterprises with growth potential. It will also focus on the design and management of enterprise support services for nurturing new and existing businesses. Key objectives are to equip students with the knowledge and skills they need to assess their own potential as entrepreneurs; assess the viability of new venture opportunities; and, prepare a detailed business plan (or project proposal).</td>
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MG309  Strategic Management

Prerequisites: 2 x 200-level MG courses

Semester 1: F at L  Semester 2: P at C

The subject of Strategic Management primarily deals with the problems and processes of appropriately matching an organisation with its environment. It offers knowledge and tools for manoeuvring the environment for the strategic advantage of the organisation. Given such background this course intends to impart basic knowledge and skills in formulating, implementing and evaluating business strategies in the existing or potentially emergent environmental context. The overall objective of this course is to enable students to identify the problems confronting an organisation and make appropriate strategic decisions for improving its overall performance in order to enable the organisation to survive and compete in the global environment.

MG311  Total Quality Management

Prerequisites: MG202 and One 200-level Management course

Semester 1: Not offered  Semester 2: F at L

The importance of quality in managerial decision-making, especially in an increasingly competitive global environment, cannot be overemphasised. In this course we will examine quality problems from the perspective of the modern day manager in both public and private sector organisations. The main part of the course introduces the concept of Total Quality Management (TQM). Both the managerial and the statistical aspects of quality will be covered.

MG312  Organisation Development

Prerequisites: MG201 and one other 200-level MG course

Semester 1: F at L  Semester 2: O at C

Organisation development is a planned change process to meet individual and organisational needs using behavioural and organisational science theories and techniques. The objective of this course is to provide students with the knowledge and tools to help organisations develop a vision, to conduct a diagnosis of individual, team, and organisational problems, to make an intervention plan, and to evaluate an intervention. In order to meet this objective we will explore the nature of the planned change process and we will have an in-depth look at behavioural and organisational theories and techniques which can be used to stimulate individual, group and organisational development.

MG315  Industrial Relations Theory & Policy

Prerequisites: MG204 or MG105 or approval by head or nominee

Semester 1: P at C  Semester 2: F at L

This course examines the relationship between theory research and policy as operative in the field of industrial relations. Further analysis of the policy dimension focuses on structure, processes and technical aspects of the development, implementation and evaluation of industrial relations policy by unions, employer organisations, corporations and government. Specific attention is paid to practice in the region, but this is put in the comparative context of international best practice.
MG316  Comparative Employment & Industrial Relations

Prerequisites: MG105 or MG106 or MG204

Semester 1: P at C  Semester 2: Not offered

This course will provide a background and review of issues and themes in industrial relations. It will explore the role, aims, history, and goals of unions, employer organisations and governments in the field of industrial relations. The materials will be drawn from around the world, but special attention will be given to issues and developments of relevance in the South Pacific.

MG318  Managing Change in the Public Service

Prerequisites: MG214 and one other 200-level MG course

Semester 1: Not offered  Semester 2: Not offered

MG318 is about managing changes in the public sector and in particular its core component, which is largely known as the public service. It begins with an analysis of key theories in the literature of change management and proceeds to conduct an in-depth examination of the details of each stage of the process of change management, including: the need for change and the roles of change actors, strategies for change, approving changes and political and stakeholder feasibility, implementing change and overcoming resistance, evaluating change and taking corrective action, sustaining change through capacity building and leadership. In essence this course implicitly provides a practical dimension to the conceptual framework of change management by examining the changes that are integral to public sector reforms undertaken by several countries in the region recently that largely drew on the New Public Management (NPM) model.

MG319  Ethics and Professionalism in Public Service

Prerequisites: MG214 or MG314 or MG318 one other 200-level MG course

Semester 1: F at L  Semester 2: Not offered

This course provides a balanced approach to the study of ethics and professionalism in the Public Service by initially discussing key traditional and contemporary theoretical insights on ethics and professionalism. This is followed by an in-depth discussion of ethical responsibilities of public managers, tools for ethical behaviour, ethical decision making and how to build an ethical and professional organisation. In essence, the course provides discussions on issues central to ethics like corruption, accountability and transparency in relation to the Pacific region.

MG321  International Business

Prerequisites: Two 200-level MG courses

Semester 1: Not offered  Semester 2: F at L

This course provides a broad introduction to international business in the contemporary world. Accordingly, the course covers a wide range of material touching on the international environment and on the operational issues encountered by firms doing business within that environment. It will seek to integrate and expand on the principles learned in core courses throughout the BCom programme. It will also focus on ethical issues in the international environment, seeking to show students how Multi National Corporation (MNC) actions impact on the rest of the world. Key objectives of this course are to equip with a systematic understanding of the fundamental aspects of the global business environment that influence business decisions and also have an advanced understanding of the different theories of international business.
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<thead>
<tr>
<th>Code</th>
<th>Title</th>
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<tbody>
<tr>
<td>MG401</td>
<td>Industrial Relations</td>
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<tr>
<td></td>
<td><strong>Prerequisites:</strong> MG201 or MG206 or MG204 or MG315 or MG316 or MG317 or MG318 or MG319 or a 200 or 300-level MG course</td>
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<tr>
<td><strong>Semester 1:</strong> F at L</td>
<td><strong>Semester 2:</strong> Not offered</td>
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<tr>
<td></td>
<td>This course is intended for graduates with an interest in the management of industrial relations. Some management experience, particularly in the human resource management/industrial relations area, would be desirable.</td>
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<tr>
<td>MG402</td>
<td>Administration of Industrial Disputes in Fiji</td>
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<td></td>
<td><strong>Prerequisites:</strong> Any 200- or 300-level industrial relations unit or approval by HOS or nominee</td>
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<tr>
<td><strong>Semester 1:</strong> Not offered</td>
<td><strong>Semester 2:</strong> F at L</td>
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<td></td>
<td>This course is designed for graduates intending to pursue a career in personnel or industrial relations management, or those employed in this area.</td>
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<tr>
<td>MG403</td>
<td>Management Development in Small Business</td>
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<td></td>
<td><strong>Prerequisites:</strong> MG305 or approval of HOS or nominee</td>
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<tr>
<td><strong>Semester 1:</strong> Not offered</td>
<td><strong>Semester 2:</strong> Not offered</td>
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<tr>
<td></td>
<td>This course addresses the problem of how to improve managerial skills in small businesses as one approach to increasing the viability of small businesses.</td>
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<tr>
<td>MG404</td>
<td>Human Behaviour in the Context of Work &amp; Organisations</td>
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<td><strong>Prerequisites:</strong> MG201 and MG302 and B average in Management major or approval of HOS or nominee</td>
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<td><strong>Semester 1:</strong> F at L</td>
<td><strong>Semester 2:</strong> Not offered</td>
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<td>This course analyses the determinants, consequences and implications of human behaviour within organisations, examining in particular the place of the individual in the workplace, interpersonal relations, group structures and processes, inter-group relations and the impact of technology and organisation structures. The emphasis at the 400-level will be on understanding conceptual frameworks that attempt to integrate the distinct components of organisational behaviour into a whole entity of interrelated activities. It is hoped that through the process of conceptualisation and concept application in the area of human behaviour in the workplace, a greater appreciation of the interrelationships of work behaviour and the work environment will develop in due course.</td>
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<tr>
<td>MG405</td>
<td>Management in the Context of Development</td>
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<td><strong>Prerequisites:</strong> Entry in the postgraduate programme or approval of HOS or nominee</td>
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<tr>
<td><strong>Semester 1:</strong> F at L</td>
<td><strong>Semester 2:</strong> Not offered</td>
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<td>The course is designed to provide a theoretical framework for the analysis of organisation systems in the public sector in societies undergoing rapid change. It also highlights recent changes in the role of government and public management towards a market orientation in developing countries, including those in the South Pacific.</td>
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<tr>
<td>MG406</td>
<td>Special Topic in Management</td>
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<td><strong>Prerequisites:</strong> Entry in the postgraduate programme or approval of HOS or nominee</td>
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<tr>
<td><strong>Semester 1:</strong> Not offered</td>
<td><strong>Semester 2:</strong> F at L</td>
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<td>This will be offered as demand and resources allow.</td>
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**KEY TO CAMPUS CODES**

A = Alafua, CI = Cook Islands, E = Emalus, K = Kiribati, LAB = Labasa, L = Laucala, LTK = Lautoka, NA = Nauru, NI = Niue, RMI = Republic Marshall Islands, SI = Solomon Islands, TOK = Tokelau, TON = Tonga, TU = Tuvalu
MG409  Commercialisation, Corporatisation & Privatisation

**Prerequisites:** B average in Management major or approval of HOS or nominee

**Semester 1:** Not offered  
**Semester 2:** F at L

This course is designed to introduce the concepts associated with deregulation in the region with particular emphasis on commercialisation, corporatisation and privatisation. It will consider the various steps and options in the privatisation process including commercialisation, corporatisation, liquidation, divestiture and the eventual privatisation in Fiji and the rest of the South Pacific region. There are three main phases in this process, the first being commercialisation, which is concerned with making an organisation or operation more commercially oriented but still operated under the government structure. The second phase is corporatisation, which is the creation of a separate entity with its own board of directors and management structure outside the civil service. The government is the sole or majority shareholder. Privatisation, the third phase, is the process of selling majority ownership to the private sector.

MG410  Consumer Behaviour

**Prerequisites:** B average in Management major or approval of HOS or nominee

**Semester 1:** Not offered  
**Semester 2:** F at L

The main objective of this course is to train and prepare students with what they, as a marketer, need to know to understand the role of meeting the consumer’s needs and wants in the development of marketing strategy. This will also make them understand what it means to be a consumers in a market-oriented society. This course is suggested for any business and non-business majors who may at some point of their career find themselves in a marketing related position. One goal of this course is to inform students of what is expected of them upon entering the working world and how to move up within the ranks. Students may expect to leave with a limited set of experiences directly related to customers and a fairly good knowledge of the commonalities shared by all customers.

MG411  Project Management

**Prerequisites:** B average in Management major or approval of HOS or nominee

**Semester 1:** Not offered  
**Semester 2:** Not offered

The course involves the concepts, tools and techniques of project management from its planning to scheduling to implementation to commissioning and finally to reviewing. Each stage will demonstrate the importance of human resources, finance, materials and equipment etc. to complete a project in due time and within allocated budget. Clashing of time and cost will be part of discussion as time - cost trade-off is a very important issue in project management. Due importance will be given to project management information systems, reporting systems and computerisation as they emerge as the latest issues in project management. Features of software packages such as MS Project and Primavera, and how these packages help in controlling and scheduling of complex projects, will be discussed.

MG412  Supply Chain Management

**Prerequisites:** B average in Management major or approval of HOS or nominee

**Semester 1:** F at L  
**Semester 2:** Not offered

This course covers the concepts, principles and practices of the developing field of supply chain management. This includes the arrangement of information, goods, services, funds and business relationships within and between organisations. Strategic management thinking in supply chain terms has moved away from optimising the purchasing of goods and services to focusing on...
how a company can manage all aspects of supply activity to create a sustainable competitive advantage. This includes management of information flows; effective inventory policies; alliances and cooperative arrangements; configuration of logistics networks; optimising the transportation cost and the coordination of product and supply chain design. Latest software to help the effective management of supply chain will also be part of the course.

MG413 Decision Making

Prerequisites: Entry in the postgraduate programme or approval of HOS or nominee

Semester 1: Not offered  
Semester 2: Not offered

This is a course for anyone faced with the task of managing in this millennium when the impact of globalisation on businesses, both small and large, is challenging the problem solving skills of managers. Today’s business students are learning the latest tools for analysing their specialised fields of study. These techniques and the frantic pace of work have created a dynamic, constantly changing work environment that challenges individuals to adapt continually and learn new methods of accomplishing objectives. But the business landscape painted by the changing workplace does not absolve managers of the need to acquire, practice, and utilise a set of managerial skills as the mantle of leadership and decision-making is passed from one team member to another.

MG451 Governance & Public Sector Management

Prerequisites: Entry in the postgraduate programme or approval of HOS or nominee

Semester 1: Not offered  
Semester 2: F at L

This course offers relevant concepts and issues on governance, civil society, public sector reform areas, and public management practices and techniques. It also scrutinises ongoing reform processes in Fiji and the South Pacific as well as in the contemporary world to evaluate institutional and systemic reform frameworks from local, regional and global perspectives.

MG452 Human Resource Management & Public Service Delivery

Prerequisites: Entry in the postgraduate programme or approval of HOS or nominee

Semester 1: F at L  
Semester 2: Not offered

This course offers approaches and strategies of human resource management and service delivery provisions in the public sector, examines the relationship between better governance and resources planning, and conceptualises various practical models and toolkits on public resource management and service delivery. The course also reviews strategic human resource management and service delivery challenges including change leadership, quality management and employment relations as a way to manage public offices effectively.

MG453 Public Policy & Public Sector Leadership

Prerequisites: Entry in the postgraduate programme or approval of HOS or nominee

Semester 1: F at L  
Semester 2: Not offered

This course examines public policy and leadership. It takes an explicitly comparative and historical approach. This includes: (i) an understanding of the processes of public policy; (ii) an understanding of recent developments in public policy; (iii) a look at e-government policy developments across the world; and (iv) understanding decision making in policy.

MG600F Management SRP (Full-Time)

This course is equivalent to two management postgraduate units.
MG600P  Management SRP (Part-Time)
This course is equivalent to two management postgraduate units.

MG700F  Management Master’s Thesis (Full-Time)
This thesis allows students with ability to undertake original research and interest in a specific area of management to undertake the research and complete the thesis.

MG700P  Management Master’s Thesis (Part-Time)
This thesis allows students with ability to undertake original research and interest in a specific area of management to undertake the research and complete the thesis.

MG800F  Management PhD Thesis (Full-Time)
This thesis allows students with ability to undertake original research and interest in a specific area of management to undertake the research and complete the thesis at a PhD level.

MG800P  Management PhD Thesis (Part-Time)
This thesis allows students with ability to undertake original research and interest in a specific area of management to undertake the research and complete the thesis at a PhD level.

OS101  Official Statistics & National Statistical Systems 1
Prerequisites: Form 7 mathematics or economics or approval of HOS or nominee
Semester 1: Not offered  
Semester 2: F at L and O at C
This course introduces students to an ordered characterisation of official statistics as a subject or branch of knowledge. It introduces the articulately constructed theoretical underpinning of official statistics. Based on the “approach perspective”, this theory of official statistics is constituted of a set of articulated premises that is capable of vigorously driving a process of searching for new and reliable knowledge through measurement and reasoning. The course also discusses the nature of the system (national statistical system) that houses appropriate processes, stakeholders, and institutional arrangements implied by the presented theory of Official Statistics. Towards the end it focuses on a powerful revelation of the said theory of official statistics.

OS102  Introduction to Statistical Frameworks
Prerequisites: Form 7/Foundation Mathematics, OSF01, Foundation Official Statistics or equivalent work exp.
Semester 1: F at L and O at C  
Semester 2: Not offered
OS102 is an introductory course to statistical frameworks. Students will be introduced to key statistical integration tools and to the International Standards and their role in Official Statistics with specific focus on some of the important standards. Topics include an overview of the tools, statistical integration to support cohesion across statistical outputs, international standards and their role in Official Statistics, classification systems, frameworks for supporting data collection, geography as an integrating tool, techniques for maintaining consistency over time, the key statistical frameworks relevant to the Pacific.

KEY TO SEMESTER AND MODE CODES
F = Courses offered in the Face to face mode, P = Courses offered in the Print mode, B = Courses offered in the blended mode, O = Courses offered in the online mode, C = Courses offered at all campuses, C* = Courses offered at all campuses except Laucala, C** = Courses offered at all campuses except Emalus, C*** = Courses offered at all campuses except Laucala & Emalus,
### Code  Title

#### FACULTY OF BUSINESS AND ECONOMICS

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
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<tbody>
<tr>
<td>OS201</td>
<td>Official Statistics &amp; National Statistics Systems 2</td>
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<tr>
<td>OS202</td>
<td>National Accounts &amp; Allied Statistics</td>
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<tr>
<td>OS203</td>
<td>Statistical Methods for Official Statistics</td>
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<tr>
<td>OS301</td>
<td>Introduction to Census Survey Data Analysis</td>
</tr>
<tr>
<td>OS302</td>
<td>Analytical Models &amp; Data Accounting Framework</td>
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**OS201 Official Statistics & National Statistics Systems 2**

**Prerequisites:** OS101

**Semester 1:** F at L and O at C  
**Semester 2:** Not offered

This course covers data generation processes. Topics include statistical cycle, sampling techniques and data collection procedures, data processing, quality control systems and other data mining processes including dissemination of official statistics.

**OS202 National Accounts & Allied Statistics**

**Prerequisites:** OS102 and EC101

**Semester 1:** Not offered  
**Semester 2:** F at L and O at C

This course builds on its introductory counterpart offered in the first year. The learning objectives are sound understanding of the principles, conventions and methodology of the SNA93 and its accounts. The course would go into details of preparing national and allied statistics including national accounts, GDP calculation, government statistics, trade statistics, prices and financial statistics based on international conventions. Towards the end of the course, some important structural macroeconomic specifications are introduced and estimated using MS Excel.

**OS203 Statistical Methods for Official Statistics**

**Prerequisites:** ST131 or appropriate experience

**Semester 1:** Not offered  
**Semester 2:** F at L and O at C

The course will cover the statistical methods most commonly used in official statistics. These include the (1) design of statistical frameworks, (2) survey design, (3) sample design, (4) methods for managing non-sampling errors, (5) quality management, (6) index numbers, (7) time series and (8) analysis and presentation of official statistics. Some degree of mathematical statistics knowledge will be important for this course. These skills are sought after by Pacific Islands governments, especially the national statistical offices.

**OS301 Introduction to Census Survey Data Analysis**

**Prerequisites:** None

**Semester 1:** F at L and O at C  
**Semester 2:** Not offered

This course is designed to provide students with specialist skills and practical knowledge that are central to survey and census data analysis. The skills such as data imports, management for computer analysis, data entry, transformation, analysis, graphical presentation of data and report writing, will be taught in this course. The course provides an overview of data sets and subsets, management of large data sets, and most importantly of data entry, and analysis using the social science data analysis software such as SPSS (the Statistical Package for Social Sciences) and CSPro (Census Survey Data Processing System). Emphasis will be placed on data entry, editing, transformation and management. It will emphasise statistical data analysis: summarise frequencies, cross tabulations, tabulation of data, test of associations, Chi sq tests. Advanced statistical analysis will include correlation and regressions.

**OS302 Analytical Models & Data Accounting Framework**

**Prerequisites:** OS202

**Semester 1:** F at L and O at C  
**Semester 2:** Not offered

The course introduces students to two crucial junctures in the Fundamental Translation Process of Official Statistics, namely, analytical models and data accounting frameworks. In doing this, the
course first, revisits the generalised knowledge search process that drives Official Statistics as a branch of knowledge; and re-emphasises the role of the Fundamental Translation Process of Official Statistics in endowing knowledge expressed in abstract form with knowledge expressed in empirical/measured form.

**OS303 ICT and Information Management for Official Statistics**

**Prerequisites:** Practical experience in IT, including knowledge of Excel.

**Semester 1:** Not offered  
**Semester 2:** O at C

This course will start by providing some understanding of what are the attributes of a good IT environment for an official statistical office. This will include some analysis of how you govern and manage it to ensure this is the case. The course will then move on to consider the statistical functions and understand the IT and Information Management methods used in collecting, processing and disseminating census and survey data. The Generic Statistical Business Process Model (GSBPM) should provide the underlying framework for this part of the course. Applications of IT cannot stand still. There will be opportunities to use new technologies to change the way of doing things to improve outputs, their qualities or productivity. The course will cover some of the key tools to support this such as Business Process Analysis and IT Project Management. The course will finish with some discussion of recent developments in IT and Information Management that are relevant to official statistics. The main learning outcomes will be a better understanding of the principles, practices and techniques of IT and Information Management including what is involved in the management and governance of the IT environment.

**PD101 Introduction to Population Studies**

**Prerequisites:** None

**Semester 1:** F and P at L  
**Semester 2:** Not offered

The course provides an introduction to the field of population studies and demography. It begins by examining the population dynamics. Then it focuses on the causes of population growth through the analysis of fertility, mortality, migration and the demographic transition. Later it shifts to the consequences of population growth and examines the Malthusian and anti-Malthusian perspectives. The relationship between population growth or lack thereof and issues of youthful populations, population ageing, economic development, food supply and the environment are also assessed. Other related topics that will be discussed include morbidity and the epidemiological transition, urbanisation and international migration.

**PD200 Introduction to Analytical Demography**

**Prerequisites:** PD101

**Semester 1:** Not offered  
**Semester 2:** F at L and B at C

This introductory course in the more quantitative aspects of demography will be concerned with the elementary concepts, methods and techniques of analytical demography. This course involves direct measurement of demographic indices from data collected in censuses, vital statistics and surveys. It is assumed that basic data used in the measurement are of sufficient quality and that it is possible to derive reasonable demographic indices from these data sources.
PD301 Pacific Population & Urban Issues

Prerequisites: PD101

Semester 1: Not offered  
Semester 2: F at L and O at C

This course will be concerned with the relationships between population and development, and their integration in development planning. In the first part of the course, relationships between population and development will be viewed from a historical point of view. Different models or theoretical approaches to population and development relationships will be considered. The second part of the course will explore current themes on population growth and development interactions. Major emphasis will be given to understanding population growth and its implications for economic growth, social development, migration and development, reproductive health and environment. Gender issues will be addressed in relation to current themes in population and development. The integration of population variables in development planning and policy making and programmes in the Pacific will be discussed. Throughout the course the emphasis will be placed on population and development issues in the South Pacific.

PD303 Applied Demography

Prerequisites: PD101

Semester 1: F at L  
Semester 2: Not offered

The population processes of fertility, mortality and migration and their implications for decision-making and planning will be examined in this course. Demographic, social and economic data are crucial to strategic decision-making for public policies, businesses, industries and public enterprises. Future planning in business, employment and all other aspects of socio-economic development depend on the forecasts and projections of demographic data and their trends and patterns of change. The course will examine demographic and social data and statistics, local area demographic and business profiles, sources of demographic and socio-economic data, their usefulness and quality, data for planning needs by local authorities and the state. Further, it will use techniques of population projections and projection software to project population and labour force. Local and regional databases will be accessed in order to give students indications of the type and use of socio-demographic, economic and business data.

PD401 Demographic Data Collection & Analysis Techniques

Prerequisites: Entry in the postgraduate programme or approval of HOS or nominee

Semester 1: Not offered  
Semester 2: F at L

This course aims to provide students with an in-depth understanding of the problems connected with the collection, processing, and adjustment of population and population related data in general and in the South Pacific region in particular. During the second part of the course a number of demographic techniques and models will be discussed necessary for an understanding of the topics taught in PD402.

PD402 Advanced Demographic Methods for Statistically Undercounted Population

Prerequisites: Entry in the postgraduate programme or approval of HOS or nominee

Semester 1: F at L  
Semester 2: Not offered

In countries where basic demographic information is incomplete and/or defective, as in most countries in the South Pacific region, demographic parameters must be estimated using indirect analysis techniques. During the estimation procedure extensive use must be made of models,
computer processing and demographic computer packages. It is imperative that students from countries in the South Pacific region doing an MA in Population Studies and Demography have a detailed understanding of these estimation procedures. During this course they will be asked to apply these procedures using data from their own country and other countries in the South Pacific region.

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<tr>
<th>Code</th>
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<tbody>
<tr>
<td>PD700F</td>
<td>Population Studies &amp; Demography Master’s Thesis (Full-Time)</td>
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<tr>
<td>PD700P</td>
<td>Population Studies &amp; Demography Master’s Thesis (Part-Time)</td>
</tr>
<tr>
<td>PD800F</td>
<td>Population Studies &amp; Demography PhD Thesis (Full-Time)</td>
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PL100  Politics & Government

**Prerequisites:** Approval of HOS or nominee

**Semester 1:** F at L and B at C  
**Semester 2:** Not offered

The course is designed to introduce students to the study of politics and government. Students will be encouraged to consider why politics has been so central to the lives and passions of humanity since the beginning of time. Understanding the main theories, ideologies and methodologies of politics and political science will allow students to understand contemporary politics. In addition, students will gain useful background information and techniques, which can be applied throughout the social sciences. Students will be strongly encouraged to research political systems, governments and political events in the South Pacific region.

PL101  Politics of Development

**Prerequisites:** Approval of HOS or nominee

**Semester 1:** Not offered  
**Semester 2:** F at L and O at C

The course introduces students to ‘development’, both as a contested idea, and as a way forward to a more humane society. It examines the origins and dimensions of economic inequalities between and within states, competing theories of development and the influences they have had in shaping thinking and policy making at national, regional and global levels, and the interplay of internal and external actors and interests in the politics of development. Using case studies that include development success stories, the course examines a number of specific development challenges, including: poverty and ethnic, class and gender inequalities; identity politics; authoritarianism and military rule; democratisation and human rights; population growth and health crises; and the politics of environmental and natural resource management.

PL200  Pacific in a Changing World Order

**Prerequisites:** PL100 and PL101 or approval of HOS or nominee

**Semester 1:** F at L and O at C  
**Semester 2:** Not offered

This course explores the relationship between the Pacific island states and the wider world. It looks at how changes in that wider world, both material and conceptual, have influenced developments in the region from the period of European exploration to the present. It discusses the political impact of the ‘two waves of globalisation’ and examines the experience of Pacific island peoples and governments in asserting their interests globally and regionally.
PL201  International Politics

Prerequisites: PL100 and PL101 or approval of HOS or nominee

Semester 1: F at L  Semester 2: Not offered

This course explores issues and debates in contemporary international politics. It introduces students to some fundamental concepts and ideas of international politics, including the nation state, sovereignty, diplomacy and international law. The course also examines key theoretical approaches to studying international politics and how these may help explain some contemporary global problems and processes - namely conflict, cooperation and globalisation. Issues examined in this course include terrorism, humanitarian intervention and nuclear proliferation.

PL202  Political Ideologies

Prerequisites: PL100 and PL101 or approval of HOS or nominee

Semester 1: Not offered  Semester 2: F at L

A study of political ideologies is essential in analysing the content of political thought and practice. Political ideologies provide a framework for understanding various ideas, doctrines, and theories advanced by political theorists as well as their impact on political parties and their policies. Current political ideologies emerged out of economic, social and political struggles that came to define the contours of the modern world. Although most ideologies originated in the west, opinions as to their impact and relevance to the rest of the world have been divided. This is an introductory level course on the historical development and the impact of traditional and contemporary ideologies on political movements, parties and governments.

PL203  Governance & Development in the Pacific

Prerequisites: PL100 and PL101 or approval of HOS or nominee

Semester 1: Not offered  Semester 2: F at L and P at C

Governance and development in the Pacific introduces students to current political thinking, developments and practice in the Melanesian sub-region while also highlighting similar trends and practice in Polynesia and Micronesia. As one of the political hotspots and volatile regions of the world, the Pacific presents a fascinating case for understanding the forces of politics, regional cooperation and development in third world and small islands contexts. Although the course concentrates on issues predominantly experienced by Melanesian countries, comparative analysis and case studies from the three subregions will be used to contextualise contemporary governance and development issues in the Pacific more generally.

PL300  Parties, Electoral Politics & Democracy: Case Studies

Prerequisites: Two 200-level PL courses or approval of HOS or nominee

Semester 1: Not offered  Semester 2: F at L

This course begins by looking at political parties and electoral systems in the context of different political systems globally. How did the idea behind party and electoral politics emerge? The course also focuses on overall factors that influence party and electoral politics in different political systems. A crucial and interesting component of the course is the study of party and electoral politics in the Pacific region. Although party politics and elections were not part of the indigenous political systems in the Pacific, through colonisation they have become a crucial aspect of determining political leadership in the modern systems of government. While party politics was adopted prior to independence in Fiji, Vanuatu and the Cook Islands, other countries such as Solomon Islands, Papua New Guinea and Samoa have also adopted party politics and elections because of the...
parliamentary nature of their government systems. The course also focuses on: how the notion of party politics and elections as a means of strengthening democracy have been localised to suit the realities in each island country in the Pacific; the nature of party formation and electoral politics in the Pacific; strengths and weaknesses of party and electoral politics in the Pacific; and an analysis of the future of party and electoral politics in the Pacific.

**PL302  International Politics of Asia-Pacific**

**Prerequisites:** Two 200-level PL courses or approval of HOS or nominee  
**Semester 1:** Not offered  
**Semester 2:** F at L and O at C  
This course examines the international politics of Asia and the Pacific Rim (North East Asia, South East Asia and the South Pacific). Among other things, this course examines the impact of US hegemony in Asia and the Pacific, the rise of China as a regional and global power, the prospects for peaceful reconciliation on the Korean Peninsula, Japan’s role in the region, the future of Taiwan, the threat of nuclear proliferation and the role of regional cooperation.

**PL305  Politics of Human Rights**

**Prerequisites:** Two 200-level PL courses or approval of HOS or nominee  
**Semester 1:** F at L and O at C  
**Semester 2:** Not offered  
Human Rights continue to be a contested and debated phenomenon in the international arena. This course introduces students to some of the key political debates relating to human rights (primarily focusing on universalism and cultural relativism) while also addressing key concerns regarding the applicability of human rights norms in regions such as Asia, the Middle East, Africa, Latin America, Europe and the Pacific. Aspects of international law regarding the acceptance of international instruments in an era of an increasing tension between realist and liberal internationalist approaches to world affairs will be discussed in relation to Pacific Island states as will the proposed development of a regional mechanism for human rights. Human rights as a concept and practical reality will be deconstructed as students are encouraged to explore the various generations of rights and assess their applicability and relevance to individuals, groups, states and regions.

**PL307  Political Leadership**

**Prerequisites:** Two 200-level PL courses or approval of HOS or nominee  
**Semester 1:** F at L and O at C  
**Semester 2:** Not offered  
Political leadership, which is part of the world politics programme, is specifically designed to introduce students to current thinking, research and practice in a number of areas of political leadership in both industrialised countries and Pacific Island states. In this course, our view of leadership is filtered through leadership theories, which will be used to explain the behaviour of leaders in contemporary society. In addition, students will come to understand how leaders operate within their governments, and will gain an appreciation of how leaders deal with patronage, responsibility, and accountability. Throughout the course students will be strongly encouraged to research leaders and leadership systems in the South Pacific region.

**PL400  Regional Diplomacy in the Pacific Islands**

**Prerequisites:** Approval of Director or nominee  
**Semester 1:** Not offered  
**Semester 2:** F at L  
The Pacific Islands region has one of the world’s most extensive networks of regional organisations and regional regimes. These promote regional cooperation between Pacific Island countries,
and shape the region’s relations with the outside world. The first half of this course examines developments in regional cooperation in the Pacific Islands from its colonial origins to the Pacific Plan. The second part applies several key theoretical perspectives to analysing regionalism in the Pacific. These include regionalism as collective diplomacy, regionalism as a response to globalisation; and regionalism as an approach to building security and order.

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<tr>
<th>Code</th>
<th>Title</th>
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<tbody>
<tr>
<td>PL401</td>
<td>Pacific Islands Foreign Policy</td>
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<td>Prerequisites: Approval of Director or nominee</td>
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<tr>
<td>Semester 1: Not offered Semester 2: Not offered</td>
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<tr>
<td>Foreign policy analysis is a specialised field of study that overlaps with the study of international politics and domestic political systems. This course analyses the foreign policy focus of Pacific islands states including Papua New Guinea in the post-colonial period. The course analyses the internal as well as external factors that contribute to the formulation of foreign policy in the Pacific Island states, Australia and New Zealand, as major neighbours of most Pacific Island countries play a major role in shaping Pacific Islands’ foreign policy - this is a major focus of the course. Also studied are the roles of global powers such as the United States of America, China, India and Japan. Taiwan is also welcomed by a number of Pacific Island countries such as the Solomon Islands and Kiribati and this is also a focus of this course. Guest lecturers who are diplomats from the various High Commissions and Embassies in Fiji contribute important and interesting perspectives to this course.</td>
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</table>

| PL402  | Intervention & Peace Building             |
| Prerequisites: Approval of Director or nominee |
| Semester 1: Not offered Semester 2: F at L |
| This course will provide students with an advanced understanding of the politics, norms, and challenges of intervention and peace-building at the global and regional levels. It will explore the effects of these twin practices on intervening and intervened-in states and societies, and on international peace and stability. It will discuss the key debates about the impact of intervention and peace-building on sovereignty and international relations and examine the utility of externally led peace-building, with reference to such experiences as Solomon Islands and Iraq. |

| PL403  | Pacific Politics                          |
| Prerequisites: Approval of Director or nominee |
| Semester 1: Not offered Semester 2: Not offered |
| The content of this course varies from year to year. Eligibility and restrictions for the course will depend on the content of the course offered. |

| PL409  | Diplomacy, Negotiations & Statecraft       |
| Prerequisites: Approval of HOS or nominee |
| Semester 1: Not offered Semester 2: F at L |
| This course is in three parts. The first part is a general exploration of diplomacy and diplomatic practice as an institution of international society. It examines such questions as what is diplomacy. What is its changing role and significance in the international system? What are the challenges posed for diplomacy by the changing world order of globalisation, terrorism, new media, and changing power relationships within and between the great powers? The second part explores the experience and challenges for Pacific diplomacy in this changing world order. It begins with an exploration of small state diplomacy more generally. It then moves to a consideration of Pacific |
diplomacy in key engagements such as the Pacific at the United Nations, collective diplomacy in relation to security, development, sovereignty and resource management. It asks whether and how Pacific diplomacy is effective and what resources and strategies it can best employ. The third part introduces diplomatic and negotiation skills through practical workshops on negotiation and diplomatic writing.

**PL410 World Politics & International Relations**

**Prerequisites:** Approval of HOS or nominee

**Semester 1:** F at L  
**Semester 2:** Not offered

This course aims to identify key issues, institutions and ideas that shape the environment in which diplomacy and international relations are conducted. It will assess some of the key trends and transformations in contemporary world politics, such as the impact of economic globalisation, the role of global and regional institutions (the United Nations, the European Union), the rise of China and other emerging economies, and the impact of new global issues and challenges (such as environmental issues and human rights). The course will explore some major debates such as the future of sovereignty and the sovereign state system, and assess the prospects for peaceful cooperation or inter-state rivalry and conflict. Although this will be a ‘generic’ course in world politics, it will seek to focus on those global themes that are most relevant to the Pacific.

**PL411 Research Essay in Diplomacy & International Affairs**

**Prerequisites:** Approval of Director or nominee

**Semester 1:** F at L  
**Semester 2:** F at L

This course is a 100 per cent research-based course. It is a core course for students pursuing a master’s degree in Diplomacy and International Affairs.

**PL600F Politics & International Affairs SRP (Full-Time)**

**PL600P Politics & International Affairs SRP (Part-Time)**

**PL700F Politics, Diplomacy & International Affairs Master of Arts (Full-Time)**

**PL700P Politics, Diplomacy & International Affairs Master of Arts (Part-Time)**

**PL800F Politics, Diplomacy & International Affairs PhD Thesis (Full-Time)**

**PL800P Politics, Diplomacy & International Affairs PhD Thesis (Part-Time)**

**TS106 Introduction to Tourism**

**Prerequisites:** None

**Semester 1:** B & O at L and P at C  
**Semester 2:** Not offered

This course introduces students to basic concepts in the study of tourism and provides a framework for an understanding of its nature, characteristics and significance in economies and societies worldwide and in Pacific countries in particular. The course applies an interdisciplinary approach drawing on economics and other social sciences. It provides an integrated view of tourism, both as a self-contained subject and as a background for further study.
### TS107  Tourism in the South Pacific

**Prerequisites:** None  
**Semester 1:** Not offered  
**Semester 2:** B and O at L and P at C

This course will examine the development of tourism in the South Pacific region, particularly after the Second World War, and up to the present phase of moderate to mass tourism. The aim of this course is to enable students to understand the enormous social and economic pressure faced by South Pacific societies and by their governments and how tourism is seen as a panacea to sustain future economic and social development. The vulnerabilities of the South Pacific countries to the vagaries of the changes in the macro-environment will also be discussed in the tourism context. Additionally the course will examine tourism development plans of national governments and explore the extent to which these plans show (or do not show) attention to social, cultural and environmental impacts of tourism.

### TS108  Dimensions of Hospitality

**Prerequisites:** None  
**Semester 1:** B and O at L and P at C  
**Semester 2:** Not offered

This course provides students with a liberal and reflective orientation to the study of hospitality. To explain the field of hospitality, the course will draw from a number of disciplines and fields of enquiry. It exposes students to insights into the study of hospitality that encompass both the private and commercial provision of hospitality and the hospitality industry. It orients students to the hospitality industry and management issues that confront it.

### TS109  Food and Beverage Services & Cost Control

**Prerequisites:** TS108 or approval of HOS or nominee  
**Semester 1:** Not offered  
**Semester 2:** B and O at L and P at C

Apart from accommodation, the food and beverage department is a large revenue earner in a hotel. Restaurants, bars, nightclubs and other food service operations are an important sector of the hospitality industry. This course provides students with the basic knowledge and skills necessary for the effective management of food service operations. It presents the basic service principles, which focus on the importance of delivering customer-oriented services that meet or exceed the expectations of guests. It also provides an understanding of food service costs and operating controls and a framework on which to build further studies in food and beverage management. This is an elective course for Food and Nutritional Science students.

### TS207  Marketing for Tourism & Hospitality

**Prerequisites:** TS106 and UU114 or LL114 or approval of HOS or nominee  
**Semester 1:** B and O at L and P at C  
**Semester 2:** Not offered

An introduction to the marketing of tourism and hospitality goods and services in the South Pacific; identifying target markets and estimating demand; packaging, branding, pricing, promoting, advertising and distribution; consumer and industrial buying behaviour; marketing strategy and planning; marketing research and the marketing environment; implications for society. The course examines how marketing facilitates exchange between individuals or consumers and organisations in order to satisfy the goals of both parties within the tourism and hospitality sector.
TS208  Operational Issues for Hospitality

Prerequisites: TS108 or approval of HOS or nominee
Semester 1: Not offered  Semester 2: B and O at L and P at C

This course provides students with an integrative and systems orientation approach to the study of hospitality operations management. The course blends technical, professional and personal development using the tools needed for effective performance in the workplace such as Micros Opera and room Master Property Management Systems. It will also develop the knowledge and skills needed for the effective management of the rooms division department of a hotel or resort and will include the following: reservations, guest registration, service quality, cashing, revenue management, night audit and housekeeping. This course is a recommended elective for double major tourism management and/or management students.

TS209  Food and Beverage Management

Prerequisites: TS109, UU114 or LL114 or approval of HOS or nominee
Semester 1: B and O at L and P at C  Semester 2: Not offered

This course builds on the knowledge gained in first semester courses for the Hotel Management degree. It provides a detailed introduction to the complexities of food and beverage management. It is designed to prepare students to manage aspects of food and beverage operations effectively to improve the profitability and productivity of their operations and to enhance customer satisfaction. It examines different subject areas within the orbit of operational food and beverage management and relates these to the applications applied within the five main sectors of the catering industry: fast food and popular catering, hotels and quality restaurants, function catering, industrial catering and welfare catering.

TS213  International Tourism

Prerequisites: TS106, TS207 and UU114 or LL114 or approval of HOS or nominee
Semester 1: Not offered  Semester 2: B and O at L and P at C

This course examines international tourism with a view to providing students with knowledge and understanding of the scope and patterns of international tourism demand. It covers contemporary cross-cultural issues in international tourism, dimensions and trends, advanced analysis of tourist behaviour, socio-psychological determinants of tourist motivation and experiences, analysis of tourist-host and tourist-environment interactions. It also examines historic, cultural, economic and tourism characteristics of major international tourism source and destination regions.

TS216  Integrated Industry Learning for Tourism & Hospitality

Prerequisites: TS106, TS108, UU114 or LL114 & TS207 or approval of HOS or nominee
Semester 1: Not offered  Semester 2: B at L and P at C

The course is for BComTHM (originally BATH) and BA/BCom Tourism Management/ Tourism Studies) double major and B.Com Hotel Management degree students only. The purpose of this course is to provide students in the BComTHM and BComTM degree programme with the opportunity to undertake individually, under supervision, a tourism or hospitality related placement for a minimum of six weeks. Recommended elective for double major Tourism Management students.
TS218  Room Division Practical

Prerequisites: UU114 or LL114 and TS108, TS208 & TS216

Semester 1: B at C  Semester 2: B at C

This course builds on the knowledge gained in TS208 by providing students with a practical internship in the Rooms Division department of a hotel or resort. It is designed to develop the practical skills needed for the effective management of the rooms’ division department of a hotel or resort, including housekeeping, conferences and events and the use of such property management systems as Micros Opera and room Master.

TS302  Strategic Services Management in Hospitality

Prerequisites: LL114 or UU114, TS207, TS208, TS213, or approval of HOS or nominee

Semester 1: Not offered  Semester 2: B and O at L and P at C

This advanced course investigates the strategic issues confronting managers operating in the hospitality and tourism industries. It aims to provide students with an integrated approach to exploring the way hospitality businesses are managed and operated. The course evaluates ways in which managers can link profit and growth to loyalty, satisfaction, and value in a range of hospitality business models. NB: Suitable elective for MG, IBM and HRM majors.

TS303  Food and Beverage Operations Practical

Prerequisites: UU114 or LL114, TS108, TS109, TS209 & TS216 or approval of HOS or nominee

Semester 1: B at C  Semester 2: B at C

This is a practical internship of six months in a hotel approved by the Student Industry Liaison Co-ordinator and the Course Co-ordinator. The internship entails at least 20 hours a week in the Food and Beverage Department. During this course, students are expected to cover the following areas of the Food and Beverage Department: Main Kitchen, Food and Beverage Administration, Food and Beverage for Conventions and Banquets. This course is a practical internship and for Certificate, Diploma and BCom Hotel Management students only.

TS304  Front Office & Sales Marketing Practical

Prerequisites: UU114 or LL114 and TS108, TS207, TS208 & TS216 or approval of HOS or nominee.

Semester 1: B at C  Semester 2: B at C

This is a practical internship of six months in a hotel/resort or organisation approved by the Student Industry Liaison Co-ordinator and the Course Co-ordinator. The internship entails at least 20 hours a week in the Front Office and Sales and Marketing Departments. During this course, students are expected to cover the following areas of the Front Office and Sales and Marketing Departments: Front office-Reception, Reservations, PABX, Finance and Administration, and Sales and Marketing. This course is a practical internship and for Certificate, Diploma and BCom Hotel Management students only.

TS309  Tourism Business Operations

Prerequisites: UU114 or LL114, TS207, TS213 or approval of HOS or nominee.

Suitable elective for MG, IBM and HRM majors

Semester 1: B at L and P at C  Semester 2: Not offered

This course is structured to explore the provision of tourist attractions, facilities, and services as business activities. The components of the course address ideas and concepts surrounding the
development of a business plan, sustainable strategies (international, regional and local), and planning concepts in the tourism industry. The course incorporates practical applications from different industry sectors including (but not limited to) accommodation, tour operations, and facility management. The topics and projects will be focused on these areas with emphasis on practical industry application.

### TS310  Tourism in Less Developed Countries

**Prerequisites:** TS213 & UU114 or LL114 of approval of HOS or nominee

**Semester 1:** B at L and P at C  
**Semester 2:** Not offered

This course applies students’ knowledge and understanding of development and organisation of tourism in the developing countries of the world and focuses on the opportunities, problems and issues in tourism in those countries. It covers tourism policies, tourism’s role in economic development, economic, social and environmental contexts in which tourism operates, gender issues in tourism development, educational and training needs in less developed countries, and ethics of tourism development. Tourism is examined worldwide with reference to various less developed countries at different stages of tourism development.

### TS311  Sustainable Tourism Development

**Prerequisites:** UU114 or LL114, TS207 & TS213 or approval of HOS or nominee

**Semester 1:** Not offered  
**Semester 2:** B and O at L and P at C

This course aims to provide students in their third year with an understanding of both theory and practice in sustainable tourism development. The content includes the origins of sustainable concepts with particular focus on planning and managing tourism enterprises. Other areas of the course include ecotourism, visitor impact management, interpretation and education, economics, and marketing. Students will also explore issues concerning socio-cultural and environmental impacts and techniques for mitigating negative results of tourism development. Case studies are incorporated into each topic area for a comprehensive review of sustainable tourism projects in other areas of the world.

### TS401  Current Issues in Tourism & Hospitality

**Prerequisites:** Entry in the postgraduate programme or approval of HOS or nominee

**Semester 1:** B at L, LTK, SI & E  
**Semester 2:** Not offered

An advanced study of concepts of tourism and hospitality, providing a framework for the understanding of its structure, nature, characteristics and significance; where students will develop a critical awareness of recent trends both globally and within the Asia/Pacific region. The course applies an interdisciplinary approach drawing on a variety of social science perspectives. The focus is placed on sustainable tourism in an international context and in Pacific countries in particular.

### TS402  Advanced Tourism Planning & Development

**Prerequisites:** TS401 or approval of HOS or nominee

**Semester 1:** Not offered  
**Semester 2:** B at L, LTK, SI & E

The overall aim of the course is to equip students with an understanding of the principles for sustainable tourism development, planning and management, especially in the context of natural areas, based on a comprehensive, co-ordinated and managed approach. The course comprises a critical examination of the interdisciplinary nature of tourism and of contemporary models and
methods for tourism planning and development. The need for and scope of, tourism planning is critically reviewed, and the requirements for, and methods of, stakeholder participation in tourism planning are analysed.

**TS403  Festival & Event Management**

**Prerequisites:** Entry in the postgraduate programme or approval of HOS or nominee

**Semester 1:** B at L  
**Semester 2:** Not offered

This course examines the key components of the festival, events, meetings, incentive and conventions market. In this course students will develop conceptual and analytical skills in strategic planning as they relate to festival and event management and critically examine how events can be used to achieve strategic goals in destination management, image creation and development.

**TS405  Entrepreneurship & Innovation in Tourism & Hospitality**

**Prerequisites:** Entry in the postgraduate programme or approval of HOS or nominee

**Semester 1:** Not offered  
**Semester 2:** B at L

This course is designed to introduce students to the fundamentals of small business management, the role of entrepreneurship in the tourism and hospitality industry, and launching new ventures in the tourism, hospitality, events and sport industries, with a focus on the Pacific context. The entrepreneur engages in a number of processes when conceptualising, developing and operating a new business venture. An understanding of these processes is essential to any potential entrepreneur who will be required to search for financial sources for the venture, select a suitable location and plan for the successful operation of the new business. The perspective is both Pacific and international.

**TS413  Special Topic in Tourism Studies**

**Prerequisites:** TS401 or approval of HOS or nominee

**Semester 1:** Not offered  
**Semester 2:** F at L

The topic of this course will cater for the advanced tourism interests of individual students. Course content will vary dependent on individual circumstances. Please contact the Head of School for further information.

**TS600F  Tourism & Hospitality Management SRP (Full-time)**

**TS600P  Tourism & Hospitality Management SRP (Part-time)**

**TS700F  Tourism & Hospitality Management Master’s Thesis (Full-Time)**

**TS700P  Tourism & Hospitality Management Master’s Thesis (Part-Time)**

**TS800F  Tourism & Hospitality Management PhD Thesis (Full-Time)**

UU200  Ethics & Governance

Prerequisites: UU100 and LL114 or UU114

Semester 1: F and B at L and B and O at C      Semester 2: F and B at L and B and O at C

This generic course offers an exploratory and interdisciplinary insight into ethics and the ethics of governance. It introduces students to ethical theories and philosophies (in terms of virtues, consequences and duties) and links these to structures of governance, in particular, self, political, corporate, and global governance. The theoretical framework is then used to delve into the fascinating and controversial field of ‘applied ethics’, ranging through the law, corporate and workplace ethics, social justice issues and controversial ethical dilemmas. Students will be encouraged to think critically, develop self-awareness and make responsible ethical decisions in personal, professional and applied contexts.
### BI102 Plant Biology

**Prerequisites:** Form 7 or Foundation Biology  
**Semester 1:** F at L and A and B at TON  
**Semester 2:** Not offered

This course takes an evolutionary approach to introduce the diversity of form and function within the plant kingdom and other photosynthesising organisms. The major events in plant evolution will be discussed. Because of their abundance and importance, angiosperms will be studied in greater detail, including structural, reproductive and physiological adaptations and a review of the major plant families. The importance of plants to the biosphere and to humans will also be discussed.

### BI103 General Biology

**Prerequisites:** Basic secondary level science  
**Semester 1:** Not offered  
**Semester 2:** F at L

The course is designed to provide students with the basic concepts of biology. It explores the diversity in the living world, life processes, organisms and the environment, ecosystems and sustainable environments. It concludes by tackling applied issues relating to topics such as conservation and bioindicators of environmental status.

### BI108 Animal Biology

**Prerequisites:** Form 7 or Foundation Biology  
**Semester 1:** Not offered  
**Semester 2:** F at L and A

This course introduces students to the diversity, functional morphology, and evolution of the major groups of animals, and protozoans. The objective of this course is to provide a broad understanding of animal diversity, morphology, and life processes of animals so as to build a solid foundation for more advanced courses in animal biology.

### BI201 General Ecology

**Prerequisites:** BI102 and BI108  
**Semester 1:** F at L  
**Semester 2:** Not offered

This course provides students an introduction to general ecology, the science concerned with the complex interactions of organisms with each other and with their physical environment. In this course we study ecology at the scale of the individual organism up to the scale of whole ecosystems and global processes. We include the study of those processes that influence the distribution, abundance and productivity of organisms and biological systems and consider how human activities alter these patterns and processes.
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<th>Prerequisites</th>
<th>Semester 1</th>
<th>Semester 2</th>
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<tbody>
<tr>
<td>BI202</td>
<td>Invertebrate Biology</td>
<td>BI108</td>
<td>F at L</td>
<td>Not offered</td>
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<td></td>
<td>Equivalent to MS202. Invertebrates play key roles in all ecosystems and exhibit huge diversity. This course involves the study of invertebrate classification, identification, anatomy, functional biology and evolutionary adaptation to environmental change. A habitat-based approach is used to cover invertebrates living in terrestrial, marine and freshwater environments while using case studies to examine the economic and ecological importance of invertebrates in a local, regional and international context. The course also provides a link between 100-level and animal-oriented 300-level degree courses in biology, particularly BI305.</td>
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<tr>
<td>BI205</td>
<td>Genetics and Evolution</td>
<td>BI102 and BI108</td>
<td>F at L</td>
<td>Not offered</td>
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<td>The main topics are: history of genetics and evolution, relevant statistical tests, Mendelian genetics, chromosomal theory of inheritance, linkage of genes, evolution of sex, autosomal and sex linked, sex limited and sex influenced characters. Gene interaction, maternal and cytoplasmic inheritance. RNA and DNA structure and function, transcription, translation and gene expression in eukaryotes. Biotechnology and genetic engineering, quantitative and population genetics, processes of organic and biological evolution, speciation and classification, biological and cultural evolution in man.</td>
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<tr>
<td>BI206</td>
<td>Quantitative Biology</td>
<td>One 100-level Biology course</td>
<td>Not offered</td>
<td>F at L and A</td>
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<td>This course is designed to give all students intending to major in biology a knowledge of data collection and exploratory data analysis, graphical representation of data, experimental design, hypothesis testing and the use of a range of statistical tests (including descriptive statistics, correlation, regression, analysis of frequency data, analysis of variance and non-parametric tests).</td>
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<tr>
<td>BI207</td>
<td>Tropical Plant Biology</td>
<td>BI102</td>
<td>Not offered</td>
<td>F at L</td>
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<td>The course will focus on broad concepts and ideas in tropical plant biology and provide an in-depth study of the morphology, physiology, reproductive biology and community structure of higher tropical plants. Tropical plant diversity, adaptations to tropical environments, ecological interactions, human uses and impacts on tropical ecosystems will be discussed.</td>
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<tr>
<td>BI302</td>
<td>Plant Physiology</td>
<td>BI207</td>
<td>F at L</td>
<td>Not offered</td>
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|       | The course emphasizes on anatomy, important physiological processes and functions at whole plant level. Together with growth and development, some fundamental processes of plants are explained in the course such as water transport, transpiration, mineral nutrition, photosynthesis, sugar transport and cellular respiration. The course also elaborates on how the fundamental
processes of plants are affected by various environmental factors, factors leading to environmental stresses and the mechanisms that help the plants to cope with the changes in the environments.

**BI304  Conservation Biology**

**Prerequisites:** BI201 and BI206 or approval from Dean or nominee  
**Semester 1:** Not offered  
**Semester 2:** F at L

This course examines conservation biology as a discipline and its role in the ecological understanding of environmental issues. Patterns and reasons for losses of biodiversity such as habitat destruction, fragmentation and introduced species will be examined using case studies from islands of the Pacific and the wider world. The course will emphasise the underlying science used to set priorities, plan, monitor, and detect conservation problems. The course will also explore the ecological inter-relationships between humans and threatened species, including how to increase public awareness and to integrate development and conservation.

**BI305  Marine Biology**

**Prerequisites:** (BI202 or MS202) or approval from Dean or nominee  
**Semester 1:** F at L  
**Semester 2:** Not offered

Equivalent to MS305. The emphasis in this course is placed on tropical marine biology from an ecological perspective. The main primary producers in the oceans are examined from the plankton to the larger benthic marine autotrophs. The ecology of coral reefs, mangrove communities, seagrass beds, intertidal and shallow water sub-tidal benthic communities will equally be examined. A short presentation of deep-sea organisms will be given. The shallow-water ecosystems will be studied using a variety of survey methods and thus field work will be a major component of this course.

**BI307  Fish & Fisheries Biology**

**Prerequisites:** (BI201 or BI202 or MS202) or approval from Dean or nominee  
**Semester 1:** Not offered  
**Semester 2:** F at L

Equivalent to MS307. This is the only vertebrate biology course on offer and is designed to teach components of fish biology, population dynamics and management. Topics include fish classification, anatomy, bioenergetics, physiology and aspects of their ecology. Basic principles of aquaculture and their application to Pacific Island countries are discussed and aspects of fish population dynamics are covered such as stock abundance, age, growth, recruitment, yield and mortality. Both traditional and conventional fishing methods, management strategies and regulations are examined. The tuna fishery, which is the largest commercial fishery in the South Pacific, is also studied.

**BI308  Environmental & Marine Microbiology**

**Prerequisites:** One 200-level BI course, or one 200-level MS course  
**Semester 1:** Not offered  
**Semester 2:** F at L

Equivalent to MS308. This course gives advanced consideration to the full range of micro-organisms which occur in the seas. Particular emphasis will be given to their structural, physiological and behavioural adaptations to the marine environment, including their interaction with other microbes and with higher organisms, marine microbial ecology, and the importance of microbes to the productivity of the seas and their contribution to marine biomass.
BI309  Comparative Animal Physiology

Prerequisites: BI108 and one 200-level BI course

Semester 1: F at L  Semester 2: Not offered

Physiology is concerned with the functioning of tissues and organs. Physiology reveals how and why the different functions in the animal body are brought about and also how they are integrated to bring about the maximum benefit to the individual. It also elaborates on the various mechanisms in the animal body that come into play to cope with changes in the external and internal environments. The adaptations and variations in the physiological functioning in animals including ruminants, birds and humans are also taught in this course.

BI408  Advanced Environment Microbiology

Prerequisites: BI308 or approval from Dean or nominee

Semester 1: Not offered  Semester 2: Not offered

The field of environmental microbiology offers great potential for developing new and innovative strategies for management and protection of the environment. The course covers areas of microbial ecology and evolution, population interactions, microbial communities and ecosystems and the biotechnological aspects of microbial ecology. In this course students learn of the vital role of microbes in marine, freshwater and terrestrial ecosystems by exploring the dynamic interactions that take place between microbial communities, the surroundings and higher organisms. They also study the role of microorganisms in the origin of mineral resources, microorganisms and pollution, bioremediation and current developments on energy flow through microbial communities.

BI409  Advanced Physiology

Prerequisites: BI309 or approval from Dean or nominee

Semester 1: Not offered  Semester 2: F at L

The interest in animal biology is further nurtured in the advancing field of physiology. This involves integrated approaches to understand further functional mechanisms of pharmacology, toxicology and pathology in the areas of nervous, endocrine, cardiovascular, reproductive and the inflammatory responses. The main topics include: advances in signal transduction, pain physiology and bone physiology. Extensive examples and web resources will be indicated. The interaction between receptor and messenger is applied in the project works.

BI420  Research Project in Biology

Prerequisites: Approval from Associate Dean, Research and Graduate Affairs

Semester 1: F at L  Semester 2: F at L

This course allows each student to develop a research project in biology consulting his/her supervisor. The project should run for at least 10-12 weeks and data should be collected for analysis. By teaching week 12 collected data in the research project should be analysed. Student(s) should prepare research reports(s), which must include Introduction, Literature Survey, Results, Discussion and Summary of findings. Students should prepare and present a seminar, which is assessed as one of the assessment items. Course results are based entirely (100%) on project work.
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<tr>
<td>BI436</td>
<td>Molecular Biology</td>
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<td><strong>Prerequisites:</strong> BI205 or approval from Dean or nominee</td>
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<tr>
<td><strong>Semester 1:</strong> Not offered</td>
<td><strong>Semester 2:</strong> F at L</td>
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<tr>
<td>This course exposes students to advanced theoretical and practical knowledge using molecular and biotechnological techniques/facilities available in the Molecular Biology Laboratory. The main topics include DNA structure, function and replication; transcription and translation; gene expression and its control in prokaryotes and eukaryotes; genetics and basic processes of gene recombination in bacteria; understanding and use of microbial, animal, plant, marine and medical biotechnology including DNA cloning and its uses in genetic engineering; transgenic organisms; and ethical issues and society.</td>
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| BI439  | Advances in Food Science                        |
|        | **Prerequisites:** Entry into PGDip or approval from Dean or nominee |
| **Semester 1:** Not offered | **Semester 2:** Not offered |
| In the South Pacific, there has been minimal launching of new local food products into the market place, a deficiency compounded by the inferior quality of products locally produced in comparison to their imported counterparts. These may be some reasons why the food market in the South Pacific region is saturated with imported foods. This course encourages innovations of food processing techniques that are favourable to our food of the Pacific region that could help develop import substitutes and ensure food security in the region. Collaboration with relevant food industries through students’ industrial placement will be an integral component of the course. |

| BI442  | Biodiversity & Conservation                     |
|        | **Prerequisites:** Entry into PGDip or approval from Dean or nominee |
| **Semester 1:** F at L | **Semester 2:** Not offered |
| This multidisciplinary course aims to increase knowledge, facilitate learning and strengthen the generic and applied skills necessary for a career in the biodiversity and conservation sector. The course considers the international, regional and national biodiversity conservation frameworks plus concepts and principles of how to design, manage and implement conservation strategies for threatened species and ecosystems. The course is specifically designed for students wishing to do a Master’s Degree but is also suitable for those that are interested in climate change or furthering their general biodiversity conservation/environmental science knowledge. |

| BI600F | Biology SRP (Full-Time)                         |
| BI600P | Biology SRP (Part-Time)                         |
| BI700F | Biology Master’s Thesis (Full-Time)             |
| BI700P | Biology Master’s Thesis (Part-Time)             |
| BI800F | Biology PhD Thesis (Full-Time)                  |
| BI800P | Biology PhD Thesis (Part-Time)                  |

**KEY TO CAMPUS CODES**

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- SI = Solomon Islands
- TOK = Tokelau
- TON = Tonga
- TU = Tuvalu
CH101  Chemical Principles

Prerequisites: Form 7 or Foundation Chemistry
Semester 1: F at L, E & SI and O at K, TON, LAB, LTK and A  Semester 2: Not offered
CH101 is a compulsory course for the completion of a major or minor in chemistry. This course aims to impart adequate knowledge with factual, theoretical and experimental background concerning introductory general chemistry. Lectures will selectively cover topics from analytical chemistry, atomic structure and chemical bonding and introductory physical chemistry.

CH102  Reactions & Principles of Organic Chemistry

Prerequisites: Form 7 or Foundation Chemistry
Semester 1: Not offered  Semester 2: F at L, E and SI and O at K, TON, LAB, LTK & A
This course is designed to introduce and develop the fundamental concepts and methods employed in organic chemistry, the branch of chemistry that deals with compounds of carbon. The course covers a core area of the discipline, studying the functional groups of organic compounds (reactions and formations), and how to draw and name their structures. A good understanding of organic chemistry is important for students intending to become chemists (major or minor), and for those involved in cross-discipline studies. The course is designed to demonstrate that the subject is an integral part of modern technological development in diverse fields ranging from biology to material science and that it is still evolving.

CH105  Chemistry for Applied Science

Prerequisites: Form 6 Chemistry or equivalent
Semester 1: F at L and O at TON, K, SI and E  Semester 2: Not offered
This course is not available to those taking a major or minor in chemistry and may not be used as a prerequisite for any other chemistry course. This course presents a broad-based introduction to modern chemistry for students not majoring in chemistry but requiring a background in chemistry for other sciences. The topics covered include sections on physical chemistry (thermodynamics, kinetics, electrochemistry and the properties); inorganic chemistry (atomic structure, periodicity, main group and transition metal chemistry) and organic chemistry (reactions and uses of important aliphatic and aromatic compounds). Wherever possible examples from applied sections will be used in this course.

CH201  Organic Chemistry

Prerequisites: CH102
Semester 1: F at L and E  Semester 2: Not offered
The course builds upon the fundamental concepts in organic chemistry that were introduced at the 100-level, and develops these for a better understanding and interpretation of the chemical behaviour of selected groups of organic compounds. The course includes a problem-based unit on the application of spectroscopic methods to organic structure elucidation, focusing on nuclear magnetic resonance spectroscopy. The concepts of reactivity and behaviour of aromatic and biologically relevant molecules, such as amino acids and sugars, are given a predominant treatment. Interleaved throughout the course will be the mechanistic interpretation of selected chemical transformations.
<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
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<tbody>
<tr>
<td>CH203</td>
<td>Physical Chemistry</td>
</tr>
<tr>
<td><strong>Prerequisites:</strong> CH101</td>
<td></td>
</tr>
<tr>
<td><strong>Semester 1:</strong> Not offered</td>
<td><strong>Semester 2:</strong> F at L and E</td>
</tr>
</tbody>
</table>

This course is compulsory for the completion of a major or minor in Chemistry. It provides coverage of modern aspects of physical chemistry building on and complementing the material presented in CH101 and CH102. It is intended to provide students with the necessary background to study the applications of physical and chemical principles in industry and the environment which are taught in the 300-level chemistry courses. Such knowledge is essential for a complete understanding of the application of physical measurements to the elucidation of chemical structure and the mechanics of reactions.

<table>
<thead>
<tr>
<th>CH204</th>
<th>Inorganic Chemistry</th>
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<tbody>
<tr>
<td><strong>Prerequisites:</strong> CH101</td>
<td></td>
</tr>
<tr>
<td><strong>Semester 1:</strong> Not offered</td>
<td><strong>Semester 2:</strong> F at L and E and O at SI, K, TON and A</td>
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</tbody>
</table>

This course is required for the completion of a major or minor in chemistry. The major objective of this course is to provide adequate theory and sufficient facts concerning modern inorganic chemistry in a mutually complementary manner. The reactions of ‘s’, ‘p’ and the ‘d’ block elements and their compounds together with a knowledge of their structure and bonding will be emphasised. Modern ideas of inorganic reaction mechanism will be introduced and discussed. This course will provide sufficient background to pursue higher studies in inorganic chemistry.

<table>
<thead>
<tr>
<th>CH301</th>
<th>Application &amp; Methods of Instrumental Analysis</th>
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<tr>
<td><strong>Prerequisites:</strong> CH201 and CH203</td>
<td></td>
</tr>
<tr>
<td><strong>Semester 1:</strong> F at L</td>
<td><strong>Semester 2:</strong> Not offered</td>
</tr>
</tbody>
</table>

The quantitative analysis of inorganic compounds and the structure and configuration determination of organic compounds form the basis of the course, which will also examine the role of analysis in chemistry and related fields. The aim of this course is to introduce students to the most commonly used instrumental methods of qualitative and quantitative analyses in both organic and inorganic chemistry. Emphasis will be placed on the uses of the analytical methods, their limitations and their advantages. Discussions of theory will be minimal and non-mathematical but use of chemical literature will be included.

<table>
<thead>
<tr>
<th>CH303</th>
<th>Applied Chemistry</th>
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</thead>
<tbody>
<tr>
<td><strong>Prerequisites:</strong> CH201 and CH203 or CH204</td>
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</tr>
<tr>
<td><strong>Semester 1:</strong> F at L</td>
<td><strong>Semester 2:</strong> Not offered</td>
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This course is designed to give students an insight into the applied aspects of chemistry: physical, inorganic and organic. The emphasis is on chemicals and chemical processes that play an important role in modern life. This course consists of three topics, which are: 1. Applied Organic Chemistry 2. Applied Inorganic Chemistry and 3. Corrosion of Metals, Power Storage and Fuel Cells.

<table>
<thead>
<tr>
<th>CH306</th>
<th>Special Topics in Chemistry</th>
</tr>
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<tbody>
<tr>
<td><strong>Prerequisites:</strong> Two 200-level CH courses</td>
<td></td>
</tr>
<tr>
<td><strong>Semester 1:</strong> Not offered</td>
<td><strong>Semester 2:</strong> F at L</td>
</tr>
</tbody>
</table>

This course consists of four special topics chosen from subject areas in the general fields of organic chemistry, physical chemistry, inorganic chemistry, analytical chemistry and geochemistry.
The actual topics offered may vary from year to year, depending upon availability of resources, staff, and expertise.

**CH311  Marine Chemistry**

**Prerequisites:** CH203 or CH204  
**Semester 1:** F at L  
**Semester 2:** Not offered

This course is designed to give students an understanding of the functioning of the marine environment as a chemical system. Chemical principles from first and second year courses are used to investigate processes controlling the geochemical balance of the oceans. The emphasis will be on inorganic as well as organic constituents. The laboratory component consisting of set experiments, with a small number of students per lab session, enables the students to do individual work. This approach helps build up the students’ confidence and skills, which no doubt will equip them with the basic practical skills necessary for chemical investigations in the marine environment.

**CH312  Environmental Chemistry**

**Prerequisites:** CH204  
**Semester 1:** Not offered  
**Semester 2:** F at L

This course is designed to provide adequate understanding of environmental chemistry, which is emerging as a mature, viable discipline. A clear understanding of the sources, reactions, transport and the fate of chemical entities in air, water and soil will be presented in sufficient pedagogical detail to develop an appreciation of current environmental pollution and management issues of global and regional concern. The practical component will include set experiments, which will be done by students on an individual basis. This approach should build confidence in students in carrying out scientific analyses of various pollutants while at the same time, it enables them to improve their practical analytical skills.

**CH405  Biochemistry**

**Prerequisites:** CH306 or approval from Dean or nominee  
**Semester 1:** Not offered  
**Semester 2:** F at L

This course assumes a good background knowledge in organic chemistry at the degree level. It deals with the study of the chemical processes and transformations in living organisms. It also deals with the structure and function of cellular components, such as proteins, carbohydrates, lipids, nucleic acids, and other bio-molecules. It will be taught as a chemistry emphasis biochemistry course mostly by the chemistry staff with some help from the Biology staff. This course not only deals with the theoretical aspects of biochemistry, but also emphasises the importance of the applications of the various biochemical techniques in postgraduate research.

**CH413  Chemistry of Natural Products**

**Prerequisites:** Two 300-level CH courses  
**Semester 1:** F at L  
**Semester 2:** Not offered

This course will review the steps involved in the biosynthesis of secondary metabolites. The chemistry and biological activity of the following classes of natural products will be discussed: steroids, terpenoids, saponins, alkaloids, prostaglandins, polyacetylenes, quinones, pheromones and oxygen heterocyclic compounds.
CH414 Instrumental Analysis

Prerequisites: CH301

Semester 1: Not offered  
Semester 2: F at L

This is one of the core chemistry courses for the postgraduate chemistry programmes at USP. Students wishing to proceed with postgraduate studies at USP in any area of chemistry should be proficient in the use of modern instruments used in research in their selected research area. The course deals with advanced aspects of instrumentation such as infrared spectroscopy, Raman spectroscopy, ultraviolet spectroscopy, proton and carbon nuclear magnetic resonance spectroscopy, mass spectrometry and thermal techniques. It also deals with the applications of chromatographic techniques in separation science.

CH420 Research Project in Chemistry

Prerequisites: Entry into PG Diploma

Semester 1: F at L  
Semester 2: F at L

This course allows the students to develop the intellectual and practical skills demanded by special study and is suitable for students who have an appropriate interest and aptitude. The student will formulate and investigate a problem or identify and investigate a topic, as appropriate, in consultation with a staff member who has experience in the chosen area.

CH421 Quantitative Analysis

Prerequisites: Two 300-level CH courses

Semester 1: Not offered  
Semester 2: F at L

The course provides advanced coverage of the concepts and techniques of quantitative analysis. It builds on the basic principles covered in undergraduate chemistry courses. The topics to be covered include accuracy, precision, error propagation and statistical analysis of results, gravimetric procedures, redox equilibria and applications, complexation equilibria and applications, non-aqueous media procedures, separation processes, master variable diagrams and some electrochemical methods used in quantitative analysis.

CH451 Advanced Environmental Chemistry

Prerequisites: Entry into PGDip

Semester 1: F at L  
Semester 2: Not offered

This course is designed to provide students with a clear understanding of some of the important chemical processes that occur in nature as well as those that form the basis of contemporary environmental issues. Topics covered include: environmental chemistry of heavy elements; environmental chemistry of nutrients; environmental chemistry of pesticides and other organic pollutants; and a section on the role of chemistry in understanding and managing environmental issues significant to the South Pacific Region.

CH600F Chemistry SRP (Full-Time)

CH600P Chemistry SRP (Part-Time)

CH700F Chemistry Master's Thesis (Full-Time)
### CS001  Foundations of Professional Practice (FPP)

**Prerequisites:** None  

**Semester 1:** B at C  

This course provides students with a practical and theoretical introduction to develop them as ICT professionals. The course will be offered from the second year to the fourth year of the BNC and BSE programmes and will build on and utilise ePortfolio that the students produce at the end of their first year of studies. Students will gain a contextual understanding of the many roles within the ICT profession, their own particular capabilities profile, and the additional capabilities they might require to achieve a desired professional role. Students will be required to attend various workshops to broaden their understanding of the course. Each student will be assigned to a mentor who will provide guidance to the students to identify and address their individual learning and development needs.

### CS111  Introduction to Computing Science

**Prerequisites:** IS121 or at least 60% in Form 7 Mathematics or equivalent  

**Semester 1:** F at L and O at C*  

An introduction to computing programming language hierarchy (machine assembly, high-level) and basic computer organisation (I/O, main storage, secondary storage and CPU). Problem solving and algorithms using a modern high level language; programme design; structured programming concepts; debugging, testing and documentation; and applications.

### CS112  Data Structures & Algorithms

**Prerequisites:** CS111  

**Semester 1:** Not offered  

In this course students will learn the syntax, logic and operation of fundamental data structures like arrays, queues, stacks and trees. Some common operations include basic algorithms like searching, sorting and recursion. It is important to develop a software in a computationally efficient way by choosing appropriate data structures and algorithms. This course focuses on the development of software using the object-oriented paradigm. This course follows the introductory course CS111 (Introduction to Computing Science) targeting students who wish to pursue vocations in industry applications. This course provides the necessary skills in the development of software applications via C++ programming language. The knowledge acquired can be applied to the development of a software using any programming language.

### CS211  Computer Organisation

**Prerequisites:** CS111  

**Semester 1:** F at L and O at C*  

This course provides an overview of computer systems, representation of data, digital logic, micro-programming level, instruction set processor level, operating system level, assembly language level.
CS214  Design & Analysis of Algorithms

Prerequisites: CS112

Semester 1: Not offered  
Semester 2: F at L and B at C*

This course on algorithms addresses topics such as appropriate choice of data structures, sorting and searching algorithms, recursive algorithms, and complexity, and issues associated with computability and decidability. Analysis of algorithms includes order notation, recurrence equations, worst case and expected order statistics.

CS215  Computer Communications & Management

Prerequisites: CS111

Semester 1: Not offered  
Semester 2: F at L

This course is designed to introduce students to the fundamental principles of modem data communication and networking, with a focus on the physical and media access layers of the network protocol stack. The topics include: signal transmission, modulation, fibre optic network components, local area networks, wide area network, DWDM (Dense Wavelength Division Multiplexing), CWDM (Coarse Wavelength Division Multiplexing) wireless network components, wireless MAC, network layers, and network security and management.

CS218  Mobile Middleware

Prerequisites: CS112

Semester 1: Not offered  
Semester 2: F at L

Mobile middleware is an important pillar in the modern-day distributed computing systems. This course provides a comprehensive overview of mobile middleware technologies leading up to detailed treatment of core topical areas on messaging, publish/subscribe, and data synchronisation. Standards and Research systems including current state-of-the-art systems like Symbian, Java 2 Micro Edition, W3C technologies will be presented. Case studies related to mobile service platforms, mobile XML processing, thin clients, rich clients, and mobile servers would be also discussed.

CS240  Software Engineering

Prerequisites: CS111

Semester 1: F at L  
Semester 2: Not offered

This course presents the concepts of Software Engineering. The emphasis is on learning the design and coding techniques that are needed in the implementation of software systems. Design techniques include understanding design from the class level through to software architectures, understanding how to express designs, understanding file I/O and databases, and understanding how to integrate applications with the web. Coding techniques include proper use of basic and advanced Java programming language, coding and programming styles. The software engineering concepts are reinforced with a substantial final project in order to allow students not only to practise with the software development process but also to learn how to work as a team and to present their final products. In addition, the students are required to produce technical documents of their systems that can be used for maintenance.
CS241  Software Design & Implementation

Prerequisites: CS240 and CS112

Semester 1: Not offered          Semester 2: F at L

Software design is concerned with issues, techniques, strategies, representations, and patterns used to determine how to implement a component or a system. The design will conform to functional requirements within the constraints imposed by other requirements such as resource, performance, reliability, and security. This area also includes specification of internal interfaces among software components, architectural design, data design, user interface design, design tools, and the evaluation of design. Implementation is the process of translating the detailed design into code. Most real-life products today are too large to be implemented by one programmer within the given time constraints. Students will apply the techniques learned in developing a system from specifications supplied. The system is implemented by a team of students, working at the same time on different components of the system.

CS310  Computer Networks

Prerequisites: CS211 or CS215

Semester 1: F at L          Semester 2: Not offered

Students will be introduced to the fundamental concepts and underlying technologies associated with modern computer networks. The course focuses on the Internet protocol stack with detailed discussion of application (HTTP, SMTP, DNS, FTP), transport (TCP, UDP), network (IP), and link layer (Ethernet) protocols. Topics include packet and circuit switched networks, multiplexing, delay analysis, reliable data transfer, routing algorithms, wireless and mobile networks.

CS311  Operating Systems

Prerequisites: CS211

Semester 1: F at L          Semester 2: Not offered

This course covers topics including computer and operating systems structures, resource allocation and optimisation, process management, coordination and scheduling, virtual and real memory management, disk schedulers and file management, deadlock and indefinite postponement, introduction to networking and i/o device handlers. Case studies of operating systems such as UNIX, VMS, and Windows NT.

CS317  Computer & Network Security

Prerequisites: CS310

Semester 1: Not offered          Semester 2: F at L

This course provides an introduction to computer security. This course begins with a tutorial of the basic elements of cryptography, cryptanalysis and systems security. Topics include network security, authentication, security protocols design and analysis, trusted computing, key management, intrusion detection, DDOS detection and mitigation, security policy, biometrics, web security and other emerging topics.

CS318  Cloud Computing

Prerequisites: CS218

Semester 1: Not offered          Semester 2: F at L

Cloud computing uses the global reach of the Internet to provide shared computing resources, information, and software to users on demand, in a similar way to an electricity grid. The course
deals with building cloud networks for offering integrated web services. Issues such as privacy, security and common standards and user accessibility in cloud computing will be given due consideration.

### CS324  Distributed Computing

**Prerequisites:** CS240  
**Semester 1:** Not offered  
**Semester 2:** F at L  

This course gives an understanding of key concepts of distributed system development, which includes two main parts: 1. engineering distributed system, including user requirements, OO analysis software architecture, OO design, algorithms, implementation, and evaluation. 2. DS system development techniques: OOA and D; user interfaces; data management; algorithms. You can also gain some practice building distributed system via doing the assignments. This course is designed for e-commerce courses in computer information systems that aim to prepare students for web-based application design and implementation, client-server application development.

### CS341  Software Quality Assurance & Testing

**Prerequisites:** CS240  
**Semester 1:** F at L  
**Semester 2:** Not offered  

Software verification and validation uses both static and dynamic techniques of system checking to ensure that the resulting program satisfies its specification and that the program as implemented meets the expectations of the stakeholders. Static techniques are concerned with the analysis and checking of system representations throughout all stages of the software life cycle, while dynamic techniques involve only the implemented system. Software quality is a pervasive concept that affects, and is affected by all aspects of software development, support, revision, and maintenance. It encompasses the quality of work products developed and/or modified (both intermediate and deliverable work products) and the quality of the work processes used to develop and/or modify the work products. Quality work product attributes include functionality, usability, reliability, safety, security, maintainability, portability, efficiency, performance, and availability.

### CS400  Industry Experience Project

**Prerequisites:** Completion of all 300-level courses and two-third of CS001  
**Semester 1:** F at L  
**Semester 2:** F at L  

This course provides students with a practical and theoretical introduction to develop them as ICT professionals. The course will be offered from the second year to the fourth year of the BNC and BSE programmes and will build on and utilise ePortfoliio that the students produce at the end of their first year of studies. Students will gain a contextual understanding of the many roles within ICT professions, their own particular capabilities profile, and the additional capabilities they might require to achieve a desired professional role. Students will be required to attend various workshops to broaden their understanding of the course. Each student will be assigned to a mentor who will provide guidance to the students to identify and address their individual learning and development needs.

### CS412  Artificial Intelligence

**Prerequisites:** Admission into PGDip or admission into BNC or BSE  
**Semester 1:** F at L  
**Semester 2:** Not offered  

Artificial Intelligence (AI) is a broad field of study encompassing areas such as data mining, machine learning, robotics and pattern recognition. The real applications of AI are diverse, ranging
from fuzzy-based control cooker, to filtering spam emails, to autonomous robots exploring Martian terrain. The course will involve weekly readings of seminal and relevant research papers, paying particular attention to the algorithms and key results. The discussions will include but not be limited to the following topics: Evolutionary computation, Neutral networks, Fuzzy logic, Machine learning. This being a postgraduate course the students are expected to do independent research and present their findings.

CS415  Advanced Software Engineering
Prerequisites: Admission into PGDip or admission into BSE
Semester 1: Not offered  Semester 2: F at L
Software measurement is essential in software engineering because it allows quality assessment and improvement of the processes and products. By measuring various characteristics of software and development processes, information can be obtained in order to understand, control and improve our software and development processes. The objective of the course is to introduce students to the theory, techniques and applications of software measurement and metrics.

CS424  Internet Computing
Prerequisites: Admission into PGDip or admission into BNC and CS318 or admission to BSE and CS324
Semester 1: F at L  Semester 2: F at L
This course gives an appreciation of the modern object web client/server development, the morphing of distributed objects, databases, and the Web. A comparative study of technologies such as RMI, CORBA, J2EE, DCOM,.NET and related design and algorithmic topics will be presented. You will experience some practice building DS via doing the assignments.

CS427  Mobile Communications
Prerequisites: Admission into PGDip or Admission into BSE or BNC
Semester 1: Not offered  Semester 2: F at L
Mobile communications is a core body of knowledge in computing science studies. In today’s world mobile communications is seen as a driver of change in scientific and business activity. This course provides an adequate knowledge to mobile communications. It will investigate and evaluate the applications of mobile communications. In this class we will study the principles behind the most current developments in mobile communications.

CS600F  Computing Science SRP (Full-Time)
CS600P  Computing Science SRP (Part-Time)
CS700F  Computing Science Master’s Thesis (Full-Time)
CS700P  Computing Science Master’s Thesis (Part-Time)
CS800F  Computing Science PhD Thesis (Full-Time)
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<tr>
<th>Code</th>
<th>Title</th>
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<tbody>
<tr>
<td>EE102</td>
<td>Fundamentals for Electrical &amp; Electronics Engineering</td>
</tr>
<tr>
<td></td>
<td><strong>Prerequisites:</strong> Foundation Physics or Form 7 level Physics or equivalent</td>
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<tr>
<td></td>
<td><strong>Semester 1:</strong> Not offered</td>
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<td><strong>Semester 2:</strong> F at L and O at E, SI and TON</td>
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<td>This course provides the basic fundamentals for electrical and electronics engineering. The course covers: electromagnetic fields and magnetic circuits, the basic laws of circuit theory, analysis of DC and AC circuits, two port networks, 3 phase circuits, electric energy and power, polyphase systems, and measurements of electrical quantities.</td>
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<tr>
<th>EE211</th>
<th>Electrical Machines</th>
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<tr>
<td></td>
<td><strong>Prerequisites:</strong> EE102</td>
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<tr>
<td></td>
<td><strong>Semester 1:</strong> Not offered</td>
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<tr>
<td></td>
<td><strong>Semester 2:</strong> F at L</td>
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<td></td>
<td>This is an introductory course in electrical engineering that deals with electrical to mechanical energy conversion and vice-versa. Here concepts about electrical machines and their performance in a high power system are developed. Electrical machines covered in this course are transformers, electric motors (Induction, Synchronous and DC) and synchronous generators. A new genre of machines, the variable reluctance machines (or stepping motors) will also be studied. An introduction to motor controllers will also be made in this course.</td>
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<tr>
<th>EE212</th>
<th>Analogue Electronics 1</th>
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<tr>
<td></td>
<td><strong>Prerequisites:</strong> EE102</td>
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<td></td>
<td><strong>Semester 1:</strong> F at L</td>
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<td></td>
<td><strong>Semester 2:</strong> Not offered</td>
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<td></td>
<td>This course provides an introduction to the study of Analog Electronics. The first section of the course is essentially devoted to Fundamentals of Analog Devices and Circuits. The next section primarily covers operational amplifiers and their applications. Finally the students are introduced to basic trouble shooting and measurement skills. Topics include: Diode Applications and Special Purpose Diodes, Bipolar Junction Transistors, BJT Bias Circuits and Amplifiers, Field-Effect Transistors, FET Amplifiers and Switching Circuits, Introduction to Op-Amp Circuits, Introduction to Filters, Introduction to Oscillators, CAD, and Electronic System Maintenance.</td>
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<tr>
<th>EE222</th>
<th>Digital Logic Design</th>
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<tbody>
<tr>
<td></td>
<td><strong>Prerequisites:</strong> EE102 or MA111</td>
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<tr>
<td></td>
<td><strong>Semester 1:</strong> F at L and O at E, SI and TON</td>
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<tr>
<td></td>
<td><strong>Semester 2:</strong> Not offered</td>
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<tr>
<td></td>
<td>Digital electronic devices and equipment are widely used not only in industry, but also in offices and homes. It is important that technologists and engineers not only understand the principles of digital circuits, but also be able to design digital circuits. Indeed the best way of learning about digital circuits is by learning to design these circuits. Thus the focus of this course is on the design of combinational and sequential logic circuits based on MSI and LSI devices.</td>
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<tr>
<th>EE224</th>
<th>Signals &amp; Systems</th>
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<tr>
<td></td>
<td><strong>Prerequisites:</strong> EE102 and MA211</td>
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<tr>
<td></td>
<td><strong>Semester 1:</strong> Not offered</td>
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<tr>
<td></td>
<td><strong>Semester 2:</strong> F at L and O at TON, NI and CI</td>
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<tr>
<td></td>
<td>This subject covers the basic concepts and theories in the field of signals and systems. It covers fundamental topics in signal and systems such as continuous-time signals, continuous-time systems, discrete-time signals, Fourier transformation, Laplace transformation and introduction to filters. The laboratory component in this subject is based on the MATLAB software.</td>
</tr>
</tbody>
</table>

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EE225 Analog Electronics II

Prerequisites: EE212

 Semester 1: Not offered  Semester 2: F at L

This course considers advanced analog circuit analysis and design techniques. It builds upon basic knowledge of analog electronics taught in the pre-requisite course, taking the students through to a reasonable level of analysis and design proficiency. Circuit intuition and a systems approach to design are emphasised. Topics to be covered include: operational amplifier and data-converter circuits, building blocks of integrated-circuit amplifiers, differential and multistage amplifiers, frequency response, feedback, output stages and power amplifiers, filters and tuned amplifiers, signal generators and waveform-shaping circuits.

EE301 Energy Supplies

Prerequisites: Approval from Dean or nominee

 Semester 1: F at L  Semester 2: Not offered

The course considers the resources and distribution of energy in the world as a whole and the region in particular. The main energy conversion processes, chemical to thermal, thermal to mechanical and mechanical to electrical are studied. Particular emphasis is placed on a detailed analysis of the physical problems involved in harnessing renewable and locally available energy sources such as solar radiation, wind, hydro-power, biomass, wave power, and ocean thermal energy. Laboratory work on small scale devices and experiments to harness these sources form a significant part of the course. Field trips to renewable energy sites form an essential component of the course.

EE312 Control System Engineering

Prerequisites: EE224

 Semester 1: F at L  Semester 2: Not offered

This course provides an understanding of the components used in process control, the fundamental principles of process dynamics, and classical feedback control. The course is structured as a first course in control systems. It will take the student through topics such as: transducers (sensors), actuators, processes and plants, transfer functions, system specifications, stability of feedback control systems, and the design of controllers and compensators using root locus, Bode plot and Nyquist plot techniques.

EE313 Microprocessor Applications

Prerequisites: EE222

 Semester 1: F at L  Semester 2: Not offered

This course builds on the foundation provided by the course EE222 Digital Electronics and provides the student with the knowledge of the internal organisation of microprocessors and computer buses. The principles of operation of digital computers and the interfacing techniques needed to use microprocessors in engineering applications involving data acquisition are covered.

EE314 Electrical Engineering Design

Prerequisites: EE211 or EE225

 Semester 1: Not offered  Semester 2: F at L

This course will enable prospective engineers to develop engineering design skills by taking them through a journey of identifying the problem or the need and applying scientific, engineering and
mathematical knowledge from their major, and combining them with the knowledge of the society to devise solutions. Students will also be exposed to engineering regulations, standards, codes of practice, and ethics and fundamentals of project planning and management. Students will be exposed to real life situations that pertain to solving complex engineering problems. This course will allow students to communicate their solution to interested parties by using modern design techniques and tools such as simulations and virtual prototyping.

### EE321 Power Systems Analysis

**Prerequisites:** EE211 or EE224

**Semester 1:** F at L  
**Semester 2:** Not offered

This course will develop the ability of the graduates to solve various power system problems, e.g. Load flow analysis, Z- bus formulation, Fault analysis, power system control, stability analysis.

### EE323 Digital Control Systems

**Prerequisites:** EE312

**Semester 1:** Not offered  
**Semester 2:** F at L

This course covers the principles of sampled data systems and the digital implementation of controllers and compensators. Topics to be covered include signal sampling and reconstruction, z-transform analysis of sampled data systems, digital controller and compensator design via classical techniques (transfer functions), state space system analysis, and design of digital controllers and compensators using modern techniques (state space systems).

### EE325 Power Electronics and Drives

**Prerequisites:** EE224 and EE225

**Semester 1:** Not offered  
**Semester 2:** F at L

A detailed study of different types of power converters and their application will form the major part of the course. Industry standard analytical techniques will be taught to provide students with the necessary tools to assess and develop solutions for a wide range of energy conversion related engineering problems. An introduction and use of the basic topologies of switched mode power converters, steady state modelling and their uses will be addressed. Dynamic modelling analysis using the state-space averaging method will also be covered. Real life applications of switched mode converters with their control and regulatory issues will be introduced, e.g. electromagnetic interference (EMI) and related international regulations etc. Fundamentals of inductor, transformer, and semiconductor switch design will also be introduced.

### EE326 Embedded Systems

**Prerequisites:** EE313 and CS211

**Semester 1:** Not offered  
**Semester 2:** F at L

This course provides a broad introduction to topics in general and special purpose processors. The course focuses on the techniques of quantitative analysis and evaluation of embedded systems. Topics to be covered include: Memory technologies, bus architecture, I/O structures, and interface design; general and special purpose microprocessors; introduction to System-on-Chip. Students will also undertake a course design project.
EE361  Special Topics in Electrical & Electronic Engineering

**Prerequisites:** None

**Semester 1:** Not offered  **Semester 2:** Not offered

This course equips the students with an advanced knowledge of one or more of the major areas within Electrical and Electronics Engineering. They will acquire in-depth knowledge and problem solving skills in one or more of the areas of power electronics, electrical drives, electrical machines, control systems, system identification, analog and digital electronics, electrical and electronics design, mechatronics, power systems, distributed generation, renewable energy sources based generation and conversion, microprocessors, embedded systems, communication systems, traction. The course will have strong theoretical, computational and/or experimental emphasis and the students will learn complex problem-solving in the area of Electrical and Electronics Engineering.

EE362  Advanced Digital Control

**Prerequisites:** EE323

**Semester 1:** Not offered  **Semester 2:** Not offered

This course presents an advanced theory of digital control systems, sampled-data control systems, analysis and synthesis, as well as practical implementation of the digital control algorithms. Topics covered include a review of digital control system fundamentals and analysis, digital compensator and filter design, discrete linear regulator problems, discrete optimal control design, discrete Kalman filter design, introduction to discrete-time stochastic control systems, discrete Liapunov stability analysis, microprocessor-based control systems and introduction to intelligent and autonomous systems.

EE363  Mechatronics

**Prerequisites:** EE312 or EE323 or approval from Dean or nominee

**Semester 1:** Not offered  **Semester 2:** Not offered

Mechatronics, unlike traditional engineering techniques, is a multi-disciplinary approach to solving engineering problems. In its simplest form it is the intelligent control of an electromechanical system, and as such, practitioners must be skilled in electronics, mechanics, and software. This course gives an overview of electrical, mechanical, optical and control technologies for system integration. Topics include: intelligent product and processes; design methodology; system modelling; sensors and actuators; microcontrollers; knowledge based control.

EE364  Power Electronics for Distributed Generation & Renewable Energy Systems

**Prerequisites:** EE321 and EE325

**Semester 1:** F at L  **Semester 2:** Not offered

This course introduces concepts on smaller electricity generation systems connected to grid or simply distributed generation systems (DGS). The concept of DGS forms one of the components of the smart grids where electricity generation, storage and consumption are communicated to have better control of power production and flow. The decentralised “feed-in” system has its own technological challenges such as noise to signal ration (SNR) control, load flow control and safety issues. Economic issues such as feed-in tariffs also play a major role in development of DGS. This course explores technological developments and challenges faced in DGS and well as economical models are explored for scalability of such systems for profit making independent power producers (IPP). Core course for all Bachelor of Electrical and Electronics Engineering students.
EE366  Wireless Communications & Networks

Prerequisites: EE224 and EE312 and EE323 and PH302

Semester 1: Not offered  Semester 2: F at L

Wireless communications is one of the fastest growing fields in the engineering world and a tremendous interest for this topic exists among both undergraduate and postgraduate students. This course addresses the fundamentals of wireless communications and networks; it provides an overview of existing and emerging wireless communications networks. Engineering communication projects including computer simulation of wireless systems under different channel environments will be integral part of this course. When completing this course, the students should be able to understand the basic concept of wireless system design and get familiar with various basic concept of wireless networks, including past and future generation networks.

EE381  Professional Engineering & Project Management

Prerequisites: UU114 and EN001

Semester 1: F at L  Semester 2: Not offered

This course equips the students with the knowledge and appreciation of the roles and responsibilities of professional engineers in the society. Topics that will be covered in this course include responsibility, honesty, integrity and reliability in professional practice; safety, risk and liability; role of engineers in addressing ecological concerns, engineering issues in the South Pacific, role of SPEA; rights of engineers; skills of writing complex professional documents and contract law.

EE388  Project 1

Prerequisites: Successful completion of all 100, 200, 300-level core engineering courses

Semester 1: F at L  Semester 2: Not offered

The fourth-year engineering project is an opportunity for students to conduct a definitive piece of independent research in an environment and manner that utilises their learnt skills and knowledge to develop further their engineering research skills. With the guidance of a staff supervisor, students will define a research question, identify its foundation in our existing knowledge, recognise or develop the skills/tools required to investigate the question, apply scientific methods to explore the problem in a methodical fashion, and analyse and present results in clear, concise and structured reports, posters, and oral presentations. Students must be able to demonstrate satisfactory progress in Project I in order to complete their work in Project II.

EE391  Maintenance and Reliability & Engineering Economics

Prerequisites: MA272

Semester 1: Not offered  Semester 2: F at L

This course highlights the systematic evaluation of the costs and benefits related with anticipated technical projects. The student will understand to the concepts of the “time value of money” and the methods of promotional cash flow. Students will be prepared to make judgements concerning money as capital within an engineering environment. Under the Maintenance Technology, the student will be exposed to condition monitoring techniques, such as vibration, acoustic monitoring and temperature, and in Maintenance Management, they will be exposed to Reliability and Economics of Maintenance, strategies for plant inspection and maintenance, and various other aspects.

KEY TO CAMPUS CODES

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EE392  Digital Signal Processing

Prerequisites: EE224 and MA272

Semester 1: Not offered  
Semester 2: F at L

The subject covers the basic concepts and theories in the field of digital signal processing. The course provides a sound knowledge of the fundamentals of DSP. It covers A/D and D/A converters, analysis of discrete time signals and systems, design of finite impulse response (FIR) and infinite impulse response (IIR) digital filters. Various methods of implementing digital filters are also discussed. The laboratory concentrates on the fixed-point digital signal processor and MATLAB software. Emphasis is on implementing useful DSP systems in realtime using assembly language of the Texas Instruments digital signal processor TMS320C50. Students will also undertake a course design project.

EE399  Project 2

Prerequisites: EE388

Semester 1: Not offered  
Semester 2: F at L

The fourth-year engineering project is an opportunity for students to conduct a definitive piece of independent research in an environment and manner that utilises their learnt skills and knowledge to develop further their engineering research skills. With the guidance of a staff supervisor, students will define a research question, identify its foundation in our existing knowledge, recognise or develop the skills/tools required to investigate the question, apply scientific methods to explore the problem in a methodical fashion, and analyse and present results in clear, concise and structured reports, posters, and oral presentations.

EM600F  Environmental Science SRP (Full-Time)

EM600P  Environmental Science SRP (Part-Time)

EM700F  Environmental Science Master’s Thesis (Full-Time)

EM700P  Environmental Science Master’s Thesis (Part-Time)

EM800F  Environmental Science PhD Thesis (Full-Time)

EM800P  Environmental Science PhD Thesis (Part-Time)

EN001  Industrial Work Experience

Prerequisites: MM101, MM103 and EE102

Semester 1: F at L  
Semester 2: F at L

The Industrial Work Experience (IWE) course comprises four Workshops and 800 hours of Industrial Attachment (IA). The aim of the Module is to immerse students into a representative working environment where they can gain practical experience alongside established and professional industrialists. Students must complete the four preparatory workshops before they commence with IA. The IWE Module is a vital part of the undergraduate BE programme. Students must complete the mandatory 800 hours of Industrial Attachment before they are allowed to progress towards graduation. Several industrial attachments, in various hosting companies, must normally be completed for a student to gain the 800 hours of relevant work experience, required by the degree regulations.
COURSE DESCRIPTIONS

FACULTY OF SCIENCE, TECHNOLOGY AND ENVIRONMENT

EN700F  Engineering Master’s Thesis (Full-Time)
EN700P  Engineering Master’s Thesis (Part-Time)
EN800F  Engineering PhD Thesis (Full-Time)
EN800P  Engineering PhD Thesis (Part-Time)

ES106  Earth Science

Prerequisites: None

Semester 1: Not offered  
Semester 2: F at L and P at C

This course provides a broad introduction to the principles of Earth Science, helping you to understand the processes that have, and indeed continue to, shape our planet, often in dramatic and spectacular ways. As well as looking at mechanisms of change within our planet and on its surface, we will take a close look at Earth materials (rocks and minerals), understanding how to identify them and interpret them in terms of their formation. Major topics covered include plate tectonic theory (and its importance as the ‘grand unifying theory’ of the Earth Sciences), natural hazards (including volcanoes and earthquakes), economic geology, and a glimpse of the role Earth processes play in determining our climate. Examples from the South Pacific will be used to illustrate many of the topics covered and a major field trip to different parts of Fiji will help to illustrate many of the topics covered.

ES203  Physical Geology

Prerequisites: ES106

Semester 1: Not offered  
Semester 2: F at L

This course takes off from where you left geology in ES106. A major component of the course is the detailed study of the different rock types, including their classification, petrogenesis, distribution, mineralogical composition, and field relations. We will also look in more detail at the minerals that make up our rocks and the basic principles of crystallography and mineral chemistry. Complementary laboratory sessions place emphasis on both hand specimen and microscopic studies of minerals and rocks. A field trip partway through the semester consolidates the work done in laboratory sessions and lectures and places it in a broader context. Emphasis is placed wherever possible on examples and rock types from the Pacific Islands and similar geological environments.

ES301  Mining & Mineral Resources

Prerequisites: ES203 or approval from Dean or nominee

Semester 1: F at L  
Semester 2: Not offered

This course provides detailed knowledge of ore geology, and geophysical and geochemical methods used for the exploration of mineral soil, hydrocarbon, geothermal and water resources. Lectures, laboratory exercises, and field-based research are used to help students develop knowledge of the subject, and improve their research and presentation skills. Associated issues such as environment, economic feasibility and engineering requirements will be discussed, particularly where relevant to the Pacific region. The mitigation of geo-hazards will also be studied. The course will include several field exercises around Viti Levu. A major geological fieldtrip to one of the mining areas in Viti Levu will be held over 3-4 days.

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ES302  Geological Mapping

Prerequisites: ES203

Semester 1: Not offered  
Semester 2: F at L

This is a field-based course designed to establish proficiency in the fundamentals of geological mapping and section logging. Through lectures, practicals, and fieldwork, you will develop skills in stratigraphy, fossil identification, the manufacture and interpretation of thin sections, core logging and rock description. The bulk of the course will involve applying these skills to the geological mapping of the landscape and how we interpret our field observations in terms of geological history.

ES303  Hot Rocks & Humanity

Prerequisites: ES203

Semester 1: F at L  
Semester 2: Not offered

This course begins by considering the large-scale tectonic context of igneous activity. It deals with the physical, chemical and mineralogical nature of molten rocks and how they may be classified. It considers the emplacement of magma above and beneath the Earth’s surface and the consequences of this for igneous lithology and structure. The course describes the characteristic landforms of igneous terrains. Finally, it tackles human interaction with hot rocks from the point of view of both hazards (such as volcanoes) and of resources (such as geothermal energy, economic minerals and soils).

ES406  Atoll Geoscience

Prerequisites: Approval from Dean or nominee

Semester 1: Not offered  
Semester 2: F at L

This course is intended for MA or MSc students requiring detailed knowledge about the geology and geomorphology of atoll environments, particularly in the Pacific. It aims to provide students with an understanding of the variations in geology and geomorphology found on modern atolls, particularly in the central Pacific, an understanding of the history of ideas about atoll origins and development particularly the role of late Quaternary sea-level change, an understanding of the various ways in which atoll islands form in different places, experience of commonly-used methods of geoscientific field investigation and interpretation of reef islands.

ES600F  Earth Science SRP (Full-Time)

ES600P  Earth Science SRP (Part-Time)

ES700F  Earth Science Master’s Thesis (Full-Time)

ES700P  Earth Science Master’s Thesis (Part-Time)

ES800F  Earth Science PhD Thesis (Full-Time)

ES800P  Earth Science PhD Thesis (Part-Time)
EV201  Environment & Society in the South Pacific

Prerequisites: GE101 or GE102 or approval from Dean or nominee

Semester 1: F at L  Semester 2: Not offered

This flagship environmental course considers the meaning of the environment, not only in a physical and human sense, but within the context of philosophy and belief. It discusses how people make choices about the environment in the face of uncertainty. It considers what we understand by environment, and how this varies between cultures and over time. The course deals with environmental ethics, how the environment may be considered within the framework of economics, and how the environment may be quantified. It introduces themes such as resource management and sustainable development, personal responsibilities and roles in environmental and social problems, and how environmental problems and solutions are articulated and evaluated.

EV301  Environmental Impact Assessment

Prerequisites: EV201 or approval from Dean or nominee

Semester 1: F at L  Semester 2: Not offered

The purpose of Environmental Impact Assessments (EIA) is to determine the positive and negative impacts that development projects may have on the environment. The potential impacts range from physical and biological to social and economic. EIAs oblige decision makers to consider environmental impacts in any decision about whether to proceed with a project. The purpose of this course is to provide students with the skills necessary to write and to process Environmental Impact Assessments and to understand their application in the context of the South Pacific.

EV302  Sustainable Development

Prerequisites: EV201 or approval from Dean or nominee

Semester 1: Not offered  Semester 2: F at L

This course considers the principles of sustainable development in a global context. It assesses and rethinks the meaning of sustainable development. It considers the history of sustainable development thought, the part played by environmental activism and grass roots movements and the shift of sustainable development into mainstream thinking. It deals with the problems and prospects of creating sustainable societies. It discusses the economics of sustainable development, the role of green and blue economics and the social costs of environmental degradation. It considers ideas of individual and corporate legal responsibility for sustainable development. The course concludes by offering possible solutions to problems of food production, environmental degradation, industrialisation, energy use and population growth.

EV402  Natural Resources & Environment

Prerequisites: Approval of Dean or nominee

Semester 1: Not offered  Semester 2: F at L

This postgraduate course focuses on the natural resources of the Pacific Islands which include biodiversity (terrestrial and marine), water, soils, minerals, geothermal energy, and others. Emphasis will be placed on the nature of human resource-use systems in the Pacific Islands; how these systems have affected terrestrial and marine resources; and actions that can be taken to protect natural resources and to promote environmentally and culturally sustainable development in the Pacific islands. Emphasis is also placed on obtaining a better understanding of the main concepts and recent trends in global Political Ecology, in particular UN agreements. We aim, for
instance, to identify holistic, indigenous community based approaches to preserving ecosystem services to illustrate Pacific leadership in the implementation of the various UN agreements, and do identify respective problems in the region.

**EV405  Field & Laboratory Techniques in Environmental Studies**

**Prerequisites:** At least one 300-level GE, ES or EV course, or approval of Dean or nominee

**Semester 1:** F at L  
**Semester 2:** Not offered

This course covers the main data gathering methods used in environmental analysis, both in the field and in the laboratory. These include biological, chemical, geological and physical parameters and the study of waters, soils, the biota, etc. Methods of gathering social data are also discussed. The presentation of data in graphs and maps, the use of geographical information systems and remote sensing are included as well as data analysis and modelling. Students will also practise these techniques. The basic approach will be the introduction of a topic by the instructor or the students; students will then be expected to perform the necessary measurements or data gathering and analysis. Students’ projects will include an in-depth study using different techniques and the presentation of a seminar on their findings, at the end of the semester.

**EV420  Research Project in Environment**

**Prerequisites:** At least one 300-level GE, ES or EV course, or approval of Dean or nominee

**Semester 1:** F at L  
**Semester 2:** Not offered

This course is tailored to the individual students requirements and is designed as a pathway to work on a particular thesis topic.

**GE101  Physical Geography: Global Biophysical Environments**

**Prerequisites:** None

**Semester 1:** F at L and P at C  
**Semester 2:** B at TON and P at C

This course provides an introduction to the study of the Earth’s biophysical environment. We begin by considering the Earth’s place in the Universe, its origins and development, and the nature and evolution of the Earth’s structure. Particular stress is laid on the internal composition and internal processes of the Earth and how these interact to produce global-scale relief. We consider the mechanisms of weathering, mass wasting and denudation that operate to carve the global surface into the spectacular array of landforms that characterise the Earth. We deal with the global atmospheric system and the natural and human-induced changes to which this has been subjected. We consider the behaviour of the hydrological system and the interactions between its groundwater, soil moisture and surface water components. Finally, we deal with the biological world, how this has evolved over time and the role of natural and human factors in shaping its pattern.

**GE102  Human Geography: People, Places & Environments**

**Prerequisites:** None

**Semester 1:** P at C  
**Semester 2:** F at L and P at C

This course aims to provide a broad introduction to the wide field of human geography. This will create a solid basis for a number of the Geography 200- and 300-level courses. The discipline is conventionally subdivided into a number of areas including economic, social, cultural, political, urban and rural geography. Old and new ideas and debates within these sub-fields will be exposed. In order to pursue these debates students will be asked to explore examples from many different parts of the world. In most cases, students will be asked to relate what they learn to their
own situations as people of the Pacific Islands. Practical classes and field research will give the opportunity to learn various techniques that human geographers use to research questions in their discipline.

GE201 Biogeography: Plants, Animals & the Human Environment

Prerequisites: 100-level GE or GS course or approval from Dean or nominee

Semester 1: Not offered  
Semester 2: F at L and P at C

This course focuses on the nature and distribution of the world’s plant and animal resources, with emphasis on the Pacific Islands. Particular attention will be paid to the importance of plants and animals within the context of their characteristic ecosystems or biomes and the importance of physical, biotic and human factors in shaping ecosystems. Emphasis will also be placed on the ecological and cultural importance of plants and animals to sustainable human habitation of the earth. In this context, the ethno-botanical, ethno-zoological and, in particular, the economic importance of plants and animals to Pacific peoples will be examined. Two field trips are part of this course.

GE202 Agriculture, Food & Nutrition in the Developing World

Prerequisites: GE101 or GE102 or TE113 or approval of Dean or nominee

Semester 1: F at L and P at C  
Semester 2: Not offered

This course is designed to provide students with an understanding of the importance of agricultural and food systems and nutrition in the ‘developing’ world. Particular emphasis is placed on the analysis of increasing malnutrition and food system change as major obstacles to meaningful national development, especially in the Pacific Islands. The course is of particular relevance for students interested in careers in national planning, environmental or resource management and food and nutrition development or home economics.

GE203 Social & Economic Geography of the Third World

Prerequisites: GE102 or approval of Dean or Nominee

Semester 1: Not offered  
Semester 2: F at L

This course focuses on social and economic issues in the Third World. Case studies and examples are taken from Africa, Latin America, Asia and the Pacific Islands. These provide a basis for comparative analysis. Although description plays an important role in this course, the major emphasis is on explaining how and why the structures and situations observed have evolved, and their impacts on people’s livelihoods. The questions discussed in class will be observed and researched in the ‘real’ world during a field laboratory, which an integral part of the course. This course usually requires attendance to a field school.

GE205 Physical Environments of the Wet Tropics

Prerequisites: GE101 or ES106

Semester 1: F at L and P at C  
Semester 2: Not offered

This is a broad-based physical geography course suitable for second-year undergraduates in Geography, Earth Science, Environmental Science/Studies and related majors. The course has three main components: the terrestrial environment (geomorphology), the aquatic environment (hydrology) and the atmospheric environment (meteorology and climatology). Its particular focus is on rivers and the hydrological cycle; climate extremes in the Pacific, especially the El Nino phenomenon and tropical cyclones; denudation processes on volcanic islands; and the karst
**Code** | **Title**
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geomorphology of limestone islands. Examples will be drawn both from the Pacific Islands and from other environments worldwide. The course emphasises the use of quantitative techniques and the development of numerical skills. A four-day field trip to a remote part of Fiji to investigate tropical island landscapes is an essential (and enjoyable) part of this course.

**GE207  Urban Well-Being**

**Prerequisites:** GE102 or approval of Dean or Nominee  
**Semester 1:** Not offered  
**Semester 2:** F at L

The course provides students with an understanding of the nature and causes of social inequalities and uneven development in an urban context. It examines urbanisation from the perspective of well-being and sustainable livelihoods. The topics covered include urbanisation as an historical process, migration behavior, squatter settlements and the urban informal sector. These issues are considered within the context of sustainable livelihood approaches and theories of inequality and uneven development. Pacific and other Third World countries are used as case studies to highlight the challenges of urbanisation. This course usually requires attendance to a field school.

**GE301  Applied Pacific Island Biogeography & Ethnobiology**

**Prerequisites:** GE201 or any 200-level BI course  
**Semester 1:** F at L  
**Semester 2:** Not offered

This course focuses on the biogeography of the Pacific Islands and on obtaining a better understanding of the main trends, theories, concepts, terms and techniques of the field of biogeography and their relevance to island biogeography. The present status and development in the Pacific Islands will also be examined, with particular emphasis on the role of biogeography (and related fields that employ bio-geographical theories, concepts, knowledge and techniques) in promoting sustainable development in the Pacific Islands.

**GE302  Applied Rural & Agricultural Geography of the Pacific Islands**

**Prerequisites:** GE202 or GE203 or GE207 or approval of Dean or nominee  
**Semester 1:** Not offered  
**Semester 2:** F at L

This course examines rural areas of the developing world with particular focus on the Rural livelihoods of the Pacific Islands. The study include content coverage of theories, conceptual Approaches and actual practices of rural living for improved understanding and appreciation of its Unique natural, social, economic, political and cultural landscapes. Guest lecturers from relevant government Departments & NGOs are usually invited to share insights of their institutional contribution in rural areas.

**GE303  The Geography of Development in the Pacific**

**Prerequisites:** Any 200-level GE course or approval of Dean or nominee  
**Semester 1:** F at L  
**Semester 2:** Not offered

This course explores the geography of social and economic development in the Pacific region, with particular emphasis on people’s livelihoods. The course focusses on three geographical components of the region (Latin America, Pacific Asia and the Pacific Islands) and describes, explains and compares the highly differentiated patterns of development that exist within and between these places. This form of comparative analysis will allow the experience and prospects of the Pacific Islands to be placed within the evolving regional and global context.
GE304 Resource Conservation & Management

**Prerequisites:** Any 200-level GE course or approval of Dean or nominee

**Semester 1:** F at L and P at C  **Semester 2:** Not offered

This course will examine the principles and problems of resource systems, environmental conservation and resource management with particular reference to Pacific Island ecosystems. Lectures will stress the ecological approach and include the following topics: Pacific island resource systems, effects of human induced disturbances on these systems, the role of conservation and ecological principles in the development process, the role of geographers and the importance of the geographic perspective in resource analysis, conservation, and management, and environmental impact assessment.

GE306 Pacific Geoscience

**Prerequisites:** GE101 or approval from Dean or nominee

**Semester 1:** Not offered  **Semester 2:** F at L

In this course the dynamic nature of the Earth’s crust, responsible for earthquakes and volcanic activity, will be discussed with emphasis on how crustal movements affect Pacific Islands. The causes of island uplift and sinking in relation to changes in sea level will be outlined with respect to atolls, volcanic and limestone islands. The implications of the dynamic Earth for life, especially on Pacific Islands, will be debated and some attention given to human control of nature. A three-day field trip within Viti Levu will form an integral part of the course, which includes a practical exercise and oral presentation.

GE402 Third World Development

**Prerequisites:** At least one 300-level GE or EV course or approval of Dean or nominee

**Semester 1:** Not offered  **Semester 2:** F at L

This course introduces students to an area of study generally referred to as the ‘geography of development’ through an examination of major development problems confronting the Third World. Students will obtain an understanding of the Third World as a region and an understanding of the main issues, trends and concepts in the following areas: population, urbanisation, industrialisation, foreign investment, international trade, and planning.

GE403 Research Methods in Geography

**Prerequisites:** At least one 300-level GE or EV course or approval of Dean or nominee

**Semester 1:** F at L  **Semester 2:** Not offered

GE403 provides the basic research, analytical and presentation skills required for archival and field research in Geography, Environmental Studies and related disciplines. The main emphases are on the skills required to formulate research projects and hypotheses, to write research and funding proposals, to gather and analyse data, and to write-up and present the findings required for master’s theses and major research projects. Particular emphasis is placed on understanding the sensitivities, difficulties, intellectual property rights issues, challenges, advantages of and opportunities for carrying out original applied research in the Pacific Islands.
GE404  Selected Studies: Studies in the Geography of the Pacific

Prerequisites: At least one 300-level GE or EV course or approval of Dean or nominee

Semester 1: F at L  Semester 2: F at L

This course focuses on aspects of the geography of the Pacific Islands appropriate for particular students. It is a course tailored to a particular student’s interests and/or requirements given their planned thesis topic. This course will provide students with a detailed knowledge of a particular aspect of Pacific Islands geography, such as land-population relationship in Kiribati, the home gardening potential in urban Vanuatu, or the evidence for recent coastline changes in the Southern Cook Islands. Pacific industrialisation, produce marketing in Fiji, an introduction to appropriate archival sources of information, knowledge of appropriate methods of data analysis and interpretation.

GE407  Advanced Pacific Island Biogeography & Ethnobiology

Prerequisites: At least one 300-level GE or EV course or approval of Dean or nominee

Semester 1: F at L  Semester 2: Not offered

This postgraduate course focuses on the biogeography of the Pacific Islands. Specific emphasis is placed on obtaining a better understanding of the main trends, theories, concepts, terms and techniques in the field of biogeography and the relevance of these to island and marine biogeography. The course is designed to give students an opportunity to apply the concepts, techniques and general geographical, biological and ecological knowledge they have acquired in previous courses, from field work and from their own personal experience.

GE409  Environmental Change in the Pacific

Prerequisites: At least one 300-level GE or EV course or approval of Dean or nominee

Semester 1: Not offered  Semester 2: F at L

Talk of the human-enhanced greenhouse effect and the ways in which it may affect our lives has made many people more aware of environmental change. We have come to realise that the environment is and has always been in a state of continuous change and that lifestyles must be adjusted accordingly. This course focuses on the Pacific Basin, a vast Region, which can be considered a microcosm of the entire surface of the Earth and which has suffered from being marginalised in most accounts of earth-surface processes and phenomena.

GE420  Research Project in Geography

Prerequisites: Approval from Dean or nominee

Semester 1: Not offered  Semester 2: F at L

This course focuses on a particular field of Geography selected specifically to mesh with the interests and expertise of individual students. The course is tailored to the individual students’ requirements and is designed as a pathway to work on a particular thesis topic. The course introduces students to the acquisition of data, whether from the field or the archive, it teaches appropriate methods of data analysis, and provides information on how observations and measurements may be employed to solve geographical problems and to test geographical hypotheses.

GE600F  Geography SRP (Full-Time)

GE600P  Geography SRP (Part-Time)
GE700F  Geography Master’s Thesis (Full-Time)
GE700P  Geography Master’s Thesis (Part-Time)
GE800F  Geography PhD Thesis (Full-Time)
GE800P  Geography PhD Thesis (Part-Time)

GS100  Geography Techniques & Methods

Prerequisites: None
Semester 1: F at L  Semester 2: Not offered
This course introduces students to a range of geography techniques, with particular emphasis on physical field measurements, mapping, questionnaire and survey design and implementation, statistical analysis and geographic data presentation. Students are introduced to concepts in these topics, and then work through field and classroom exercises to enhance their knowledge and skills in these areas. A range of basic field survey equipment is used, together with maps, aerial images, spatial data and qualitative survey. The course provides students with a set of fundamental field and analytical skills that they will use in later courses in physical and human geography, geospatial science and other field and earth science related areas.

GS101  Geospatial Information Systems

Prerequisites: GS100 and IS104
Semester 1: Not offered  Semester 2: B at L
GS101 introduces geospatial science students to the fundamentals of geospatial information systems and how we represent, manage and display geographic data in the digital environment. Concepts are taught using the Python programming language which is widely using in the Geospatial Industry in both free and open source software and proprietary packages such as ArcGIS. Students are introduced to geographic data models and databases and the use of objects and classes to represent real-world features. The course provides an introduction to solving problems by writing simple Python scripts to manipulate geospatial data and interface with both local and online databases. Ways of visualising data are addressed using graphics libraries and the free and open source software Quantum GIS.

GS200  Quantitative Methods

Prerequisites: One 100 level GE or GS course or approval from Dean or nominee
Semester 1: F at L  Semester 2: Not offered
GS200 provides students with a foundation in data analysis and problem-solving specific to quantitative research in geography and related disciplines. Building on classical descriptive and inferential statistics the course introduces the student to statistical data analysis in the geographic context. Students learn about measuring geographic distributions and statistical tests of comparison and correlation as they relate to problems in geography and related disciplines. Special emphasis is placed on understanding the role spatial autocorrelation plays in spatial statistical methods. Students learn how to analyse spatial data for patterns, clusters and spatial relationships. Also covered are data handling and numerical methods dealing with sampling protocols, error and uncertainty. The course makes use of effective methods of quantitative data display and graphing and requires the use of statistical and GIS software.
GS201  Geographic Information Systems 1

Prerequisites: One 100 level GE or GS course or approval from Dean or nominee

Semester 1: F at L  Semester 2: Not offered

This course introduces students to Geographic Information Systems (GIS), with particular emphasis on spatial data structures, data entry and editing, digital cartography, spatial queries, and introductory spatial analysis. These concepts are covered through lectures and readings, together with the development of practical skills using GIS software in a computer laboratory environment. This course is intended to provide a foundation of GIS knowledge and skills that will be used in later courses in geospatial science. The course is also a useful introduction to the field of GIS for students from other disciplines who will work with spatial information.

GS211  Remote Sensing 1

Prerequisites: One 100 level GE or GS course or approval from Dean or nominee

Semester 1: Not offered  Semester 2: F at L

This course provides students with a foundation in the basic principles of remote sensing of the environment. This course covers a range of multi-scale remotely sensed imagery. Topics include image histograms and image statistics, energy-matter interactions and spectral signatures of Earth features. Traditional supervised and unsupervised image classification as well as more advanced automated feature recognition and extraction are examined. Enhancement indices such as band rationing, vegetation indices and geological material indices and multivariate statistical analysis of multiband imagery using principal components analysis will also be covered. In a multi-scale approach students will investigate global datasets derived from satellite imagery and broad scale imagery of interest to the study of continents and oceans.

GS231  Cartography & Geovisualisation

Prerequisites: GS201

Semester 1: Not offered  Semester 2: F at L

This course builds on GS201 (Geographic Information Systems I) and focuses on understanding the relationship between geospatial data and visual communication as a key to effective use of geographic information. The main objective of this course is to teach students modern professional mapmaking skills. Students are taught the fundamental principles of map design, which include: map layout, typography, scale, generalization and projections; mapping techniques, including choropleth mapping, cartograms and other multivariate mapping approaches; and methods of map production including web-based mapping and geovisualisation.

GS301  Geographic Information Systems 2

Prerequisites: GS201

Semester 1: F at L  Semester 2: Not offered

This is an advanced course in Geographic Information Systems (GIS focusing on the application and benefits of more sophisticated spatial data models and analysis techniques. Emphasis is placed on the relational database model as a framework for spatial data modelling. Topics include network models and analysis, linear referencing, raster data modelling and analysis, advanced vector data analysis, geoprocessing and programming, data quality and uncertainty, generalisation and aggregation, differential GPS, and spatial conversion and transformation. The goal of the course is to build students' abilities to operate independently in a GIS environment. Emphasis is placed on hands-on problem solving activities and communicating results of spatial data modelling and analysis through written reports and maps.

KEY TO SEMESTER AND MODE CODES
F = Courses offered in the Face to face mode, P = Courses offered in the Print mode, B = Courses offered in the blended mode, O = Courses offered in the online mode, C = Courses offered at all campuses, C* = Courses offered at all campuses except Laucala, C** = Courses offered at all campuses except Emalus, C*** = Courses offered at all campuses except Laucala & Emalus,
<table>
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<tr>
<th>Code</th>
<th>Title</th>
<th>Prerequisites</th>
<th>Semester 1</th>
<th>Semester 2</th>
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</thead>
<tbody>
<tr>
<td>GS302</td>
<td>Field of Survey of Pacific Island Environments</td>
<td>Any 200 level GS course</td>
<td>F at L</td>
<td>Not offered</td>
</tr>
</tbody>
</table>

Pacific Island countries are characterised by 'Small Islands: Big Ocean'. The available land and coastal zone is home to a wealth of biodiversity and natural resources. Pacific Island people use these natural resources to provide food, generate wealth and maintain healthy, sustainable ecosystems for future generations. GS302 provides students with the skills, knowledge and understanding to plan and conduct field surveys in support of mapping and sampling for a range of environments and ecosystems encountered in Pacific Island Countries. Students will learn to select appropriate ways to plan and layout transects and grids using field survey methods and implement appropriate sampling strategies to measure key environmental indicators. The course will focus on traditional surveying methods as well as geodesy and satellite navigation, mobile GIS applications, statistical sampling design and data analysis. Students will work in a variety of environments and ecosystems including natural areas, the coastal zone, plantations; and the role of field survey in risk assessment and hazard management will be discussed.

GS311 Pacific Islands Remote Sensing

| Prerequisites: Any 200 level GS course | Semester 1: Not offered | Semester 2: F at L |

Pacific Island countries are characterised by 'Small Islands: Big Ocean'. The available land and coastal zone is home to a wealth of biodiversity and natural resources. Pacific Island people use these natural resources to provide food, generate wealth and maintain healthy, sustainable ecosystems for future generations. GS311 provides students with the skills, knowledge and understanding to plan and conduct high resolution image acquisition, enhancement and interpretation for a range of environments encountered in Pacific Island Countries. The course will focus on aerial imagery from conventional photography, UAVs (Drones) and the new generation of high spatial resolution satellites. The course covers image enhancement, manual 2D and 3D interpretation of imagery, softcopy photogrammetry and finally automated feature extraction. Softcopy photogrammetry will focus on the production of image mosaics and extraction of digital elevation models. Students will work on a selection of environments including the coastal zone, natural areas, plantations, agricultural landscapes and degraded environments. The role of imagery in risk assessment and hazard management will be discussed.

GS350 Industry Experience Project in Geospatial Science

| Prerequisites: GS301 (for Bachelor of Geospatial Science Students only) | Semester 1: Not offered | Semester 2: F at L |

This is the capstone course for Bachelor of Geospatial Science students. Under attachment to an industry partner students will be challenged to undertake a real-world project using appropriate geospatial technologies and methods. Students will investigate and implement geospatial solutions specific to their chosen specialisation. As such the course challenges students to move to the next level as professional geospatial scientists and bring new insight as to how geospatial technologies can be employed to the benefit of Pacific Island Countries. Industry attachment partners include Government Departments, NGO’s and the private sector. Projects will draw from such fields as risk assessment for Pacific Island Communities, state of the environment monitoring and reporting, coastal zone management and conservation planning and management. Students will be required to demonstrate expertise in the areas of geospatial databases, geospatial analysis methods, statistical analysis, reporting and cartographic output in the form of maps and web-based delivery.
This course challenges students as professional geospatial scientists allowing them to develop their skills, knowledge and understanding to an advanced level in their chosen field of specialty.

**IS104 Computing for Science & Technology**

**Prerequisites:** None  
**Semester 1:** F at L and O at C*  
**Semester 2:** Not offered

The course covers problem solving strategies, design of algorithms for solution by the computer, overview of computer systems and their development. Programming constitutes a major part of the course and involves the design, implementation, debugging and testing of programmes written in a high-level language (Python). Emphasis is placed on using computers to solve problems of an applied scientific nature.

**IS121 Information Systems 1**

**Prerequisites:** None  
**Semester 1:** F at L and SI and O at C*  
**Semester 2:** Not offered

This course introduces students to the study of the design and construction of information systems in commercial, scientific, and governmental enterprises. The underlying technologies that are dealt with include the physical and logical characteristics of processors and stores; characteristics of networks; data types and their representations and the specification of information systems. Students develop an operational understanding of available software tools (word processing, spreadsheets, databases, the Internet, news, email).

**IS122 Information Systems 2**

**Prerequisites:** IS121  
**Semester 1:** Not offered  
**Semester 2:** F at L and SI and O at C*  

This course provides a solid foundation in a high-level language widely used in business and administrative data processing. The language will be taught using structured programming principles. Topics will be chosen from: programming discipline, program documentation, structured programming and application of the language to sequential processing, report generation, databases, searching, sorting, sequential file processing.

**IS221 Web Applications Development**

**Prerequisites:** CS111 or IS122 or IS104  
**Semester 1:** F at L and O at C*  
**Semester 2:** Not offered

This course follows on from IS122 and is used to continue developing the students’ analytical, logical, and reasoning capacity while increasing their technical knowledge of web applications, information technology, and programming. In this course, we will take an in-depth look at web design concepts and techniques. We will examine theoretical concepts that make the world of web design unique. Also, this course will adopt a practical hands-on approach when examining web development techniques. Along with examining different coding strategies, this course will explore the advancement of Web site implementation, as well as timeless problem solving strategies.
### IS222 Database Management Systems

**Prerequisites:** CS111 or IS122 or IS104  
**Semester 1:** F at L and O at C*  
**Semester 2:** Not offered  

Database management systems are the foundation of the business operations of the organisation. Database management systems must effectively store, access and manipulate data as well as provide data security, data sharing and data integrity. As the database technology advances rapidly, information professionals must not only understand the concepts and principles of database systems but also the associated management issues.

### IS224 Advanced Database Systems

**Prerequisites:** IS222  
**Semester 1:** Not offered  
**Semester 2:** F at L and O at C*  

This course provides students with the knowledge of emerging database methodologies, a deeper understanding of query optimisation, the technologies needed to provide access to databases over the Internet, and the accompanying issues of access control and security. After having implemented web enabled databases, students will study the concepts of data warehousing and data mining, extract data from several web-enabled databases, and then create a data warehouse (applying data mining techniques).

### IS314 Computing Project

**Prerequisites:** IS323, or CS214 plus one of IS222, IS215, IS218, CS240  
**Semester 1:** Not offered  
**Semester 2:** F at L  

This is a project course extending the theory work undertaken in preceding courses. A team-based project of moderate complexity from a real-world application environment is executed through the whole semester. In the project, small teams of students carry out the development of a software system using the software engineering techniques studied earlier. The project deliverables will normally include a full suite of documentation as well as the software system itself.

### IS323 Information Systems Analysis & Design

**Prerequisites:** IS222  
**Semester 1:** F at L and O at C*  
**Semester 2:** Not offered  

This course aims to provide students with an understanding of the concepts of analysis and design; including methodology, processes, tools and techniques. The course explores the body of knowledge that underpins the development of effective computer-based information systems. It focuses on concepts and issues from both the traditional structured approach and the object-oriented approach. There is a specific emphasis on user interface design, the roles of a system analyst, and project management.

### IS328 Data Mining

**Prerequisites:** IS222  
**Semester 1:** Not offered  
**Semester 2:** F at L and O at C*  

This course is a first introduction to the concepts and techniques of data mining, a promising and flourishing frontier in information systems applications. Data mining, sometimes also referred to as knowledge discovery in databases, is concerned with the convenient, automated extraction of patterns representing knowledge implicitly stored in large databases, data warehouses and...
other massive data repositories. Data mining is an interdisciplinary field, drawing work from areas including database technology, artificial intelligence, machine learning, statistics, pattern recognition, knowledge-based systems, knowledge acquisition, information retrieval, high-performance computing and data visualisation. The goal of this course is to introduce students to the data mining life cycle, to get students to appreciate the key methods and algorithms that form the core of data mining and to give them data mining experience using hands-on projects which they will complete using a FOSS data mining package.

**IS333  Project Management**

**Prerequisites:** Completion of 200-level CS/IS courses  
**Semester 1:** F at L and O at C*  
**Semester 2:** Not offered

Effective project management has emerged over the last decade as one of the key determinants of success in many areas of management, including the information systems and information technology industries. This unit provides an understanding of the role and challenges faced by project management, both now and into the future. This will provide direct value to those who wish to move into a project management role, or who wish to improve their existing project management skills, or who simply seek knowledge of the concepts of project management. The unit contains three major modules: what you must know for effective project management, simple tools for project planning, and how to plan and document project management.

**IS413  Advances in ICT**

**Prerequisites:** Admission into PGDip  
**Semester 1:** Not offered  
**Semester 2:** F at L

This course provides a comprehensive view of the advances in Information and Communication Technology (ICT). Advances in ICT can enable business services for economic, ecological and social benefits using “cloud computing” and “green computing”. The course is suited to graduate engineering and IS students with an interest in the application of large server data repositories. It will examine case studies from the local and regional ICT developments to establish a framework for exploring the strategic development, practical deployment and evaluation of benefits from adopting network computing (NC).

**IS414  Business Network Technologies**

**Prerequisites:** Admission into PGDip  
**Semester 1:** F at L and B at LTK  
**Semester 2:** Not offered

This course introduces the student to digital telecommunications and networks from a management viewpoint, including the theoretical and technical foundations underlying the networks, and the issues related to the network’s environment. This course will provide students with an understanding of the business and technology issues related to telecommunications and networks. It will also introduce students to the technical and management framework required to plan properly for upgrade, or implement new networks that guarantee system availability and reliability. It introduces the various media used along with the main techniques employed to provide reliable and efficient communications. It describes the major transmission systems and networks from Local to Wide Area Networks along with the equipment and techniques used to interconnect them. In addition, the course covers the TCP/IP protocol suite and a number of Internet technologies.
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<tr>
<th>Code</th>
<th>Title</th>
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<tbody>
<tr>
<td>IS421</td>
<td>Knowledge Discovery in Databases</td>
</tr>
<tr>
<td>Prerequisites: Two 300-level IS Courses</td>
<td></td>
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<tr>
<td>Semester 1: F at L and B at SI</td>
<td>Semester 2: Not offered</td>
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This course on knowledge discovery in databases provides students with exposure to state-of-the-art applications in data mining and is suitable in a liberal arts environment. It incorporates mathematics especially statistics and demonstrates how data mining foundational concepts can be built upon in new and innovative ways. The strength of this information system discipline prepares students to understand the purpose and general methodology of knowledge discovery and apply it to practical information research.

<table>
<thead>
<tr>
<th>IS428</th>
<th>Data &amp; Information Security</th>
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<tbody>
<tr>
<td>Prerequisites: Admission into PGDip</td>
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<tr>
<td>Semester 1: Not offered</td>
<td>Semester 2: F at L and B at LTK</td>
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</table>

This unit covers the basic principles and techniques used to protect information. The areas covered are: defining, identifying and classifying information as an important asset. It will also cover access control, information risk analysis, contingency planning, threats to information systems, data security legislation, procedures for secure information flow, classification systems, document and record storage, industrial espionage, confidentiality and privacy breaches associated with information security.

<table>
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<tr>
<th>IS431</th>
<th>IT Project Management</th>
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<tr>
<td>Prerequisites: Two 300-level IS Courses</td>
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<tr>
<td>Semester 1: F at L</td>
<td>Semester 2: Not offered</td>
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</table>

This unit introduces students to information technology (IT) project management. The fundamentals of strategic and operational planning for software and IT projects are examined. The processes associated with formulating project briefs and documenting the needs and requirements of users are explored. The tools and techniques that could be used for capturing and optimising user and stakeholder requests are also examined. The unit also provides insight into how new technologies and software can be used as an aid to managing information technology projects.

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<th>IS432</th>
<th>IT Project</th>
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<tr>
<td>Prerequisites: IS431</td>
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<tr>
<td>Semester 1: Not offered</td>
<td>Semester 2: F at L</td>
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The course requires students to conduct an industry-based project in an area of interest and expertise within their stream of specialisation in computer science or information systems. An informal design and development methodology will be used in the project. Students are expected to examine incidents of professional practice in the project and to develop communication skills appropriate to the development and possible implementation of the project.

<table>
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<tr>
<th>IS433</th>
<th>Information Management</th>
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<tr>
<td>Prerequisites: Admission into PGDip</td>
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<tr>
<td>Semester 1: Not offered</td>
<td>Semester 2: F at L and B at SI</td>
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</table>

This course introduces basic principles that help IT managers make fundamental decisions involving the use of information systems, that is, when, where and how to apply them. Areas covered include the role of management in Information Systems (IS), using Information Technology (IT) for competitive advantage, taking an active role in IS development and managing IS resources.
The course focuses the latest theory and practice in data warehousing, analytical processing, business process improvement, and e-business transformation. A local company case work to develop the major themes of information management from enhanced individual and organisational performance. There is an emphasis on applying insights to practical management situations in adopting e-business solutions. Students discover that information management concentrates on understanding and utilising the core concepts of information, management, data management, organisational communication and behaviour.

**IS434 Enterprise Systems**

**Prerequisites:** Admission into PGDip

**Semester 1:** F at L  
**Semester 2:** Not offered

This course will introduce students to the theory and concepts of enterprise wide information systems and the underlying business process thinking. It provides an overview of the issues related to the organisation's enterprise-wide IT architecture. These issues focus on the integrated business application, business intelligence applications that support decision making and business process improvement for organisational effectiveness. The course presents e-business as the key driver of enterprise integration and associated architecture for supporting enterprise-wide improvements. The practical work focuses on the use of business process models to document the change process for designing and implementing new e-business solutions.

**IS600F Information Systems SRP (Full-Time)**

**IS600P Information Systems SRP (Part-Time)**

**IS700F Information Systems Master's Thesis (Full-Time)**

**IS700P Information Systems Master's Thesis (Part-Time)**

**IS800F Information Systems PhD Thesis (Full-Time)**

**IS800P Information Systems PhD Thesis (Part-Time)**

**MA101 Fundamentals of Mathematics**

**Prerequisites:** Form 6 Mathematics or equivalent

**Semester 1:** O at C  
**Semester 2:** Not offered

MA101 cannot be credited with MA102. This is a service course designed to provide social science students with a working knowledge of commonly used mathematical methods. It is a terminating course and is not available to students intending to pursue mathematics as a major or a minor. This course covers concepts in linear algebra, probability and statistics, and calculus.

**MA102 Mathematics for Science**

**Prerequisites:** Form 6 Mathematics or equivalent

**Semester 1:** Not offered  
**Semester 2:** F at L and O at C

This is a service course designed to provide a working knowledge of commonly used mathematical methods. It is a terminating course and is not available to students intending to pursue mathematics as a major or a minor and is not suitable for students of physics or engineering. The course covers those areas of statistics and calculus, which are likely to be demanded in the disciplines of biology, chemistry, earth science, environmental and marine sciences and some areas of technology.
MA111 Calculus 1 & Linear Algebra 1

Prerequisites: Form 7 Mathematics or equivalent

Semester 1: F at L and O at C*
Semester 2: F at L and O at C*

This course examines Calculus: limits and continuity; the derivative; exponential, logarithmic and inverse trigonometric functions; integration; and linear algebra: systems of linear equations; Gaussian elimination; Gauss-Jordan elimination; applications of system of linear equations; matrices; determinants. Note: Mature students wishing to enter MA111 are required to complete MAF12 if they had not studied or taught Mathematics for at least a year during the five years prior to enrolment.

MA112 Calculus 2

Prerequisites: MA111 or approval of Dean or nominee

Semester 1: Not offered
Semester 2: F at L and O at C*

This course is fundamental to the study of mathematics at USP. It is also a service course for programmes in Computing Science, Physics and Engineering. The primary goal of this course is to look at the various applications of definite integration, study the different techniques of integration, and provide a brief introduction to functions of two or more variables. We also study L’Hopital’s rule and discuss limits rigorously. Some applications of derivatives are also considered and finally we look at infinite series.

MA161 Discrete Mathematics 1

Prerequisites: Form 7 Mathematics, or MAF11 and MAF12, or CSF12 or equivalent

Semester 1: Not offered
Semester 2: F at L and O at C

Discrete mathematics studies structures which are not continuous or smooth, but which come in “lumps”. Topics covered include logic, methods of proof, functions, set theory, Boolean algebra, algorithms, elementary number theory, mathematical reasoning, mathematical induction, recursion, counting techniques, discrete probability and generating functions. The course MA161 is compulsory for students majoring in computer science. It is a recommended course for students majoring in Mathematics, information systems, engineering or physics.

MA211 Advanced Calculus

Prerequisites: MA112

Semester 1: F at L and O at C*
Semester 2: Not offered

This course builds on MA111 and MA112 by further studying mathematical tools for analysing change. The calculus of functions of several variables is studied with applications to computing arc lengths, surface integrals and volume integrals, and computing extreme values of functions subject to certain constraints. Computing maximum and minimum values of functions of several variables has wide applications in mathematics, computing, economics, engineering and the physical sciences.

MA221 Linear Algebra 2

Prerequisites: MA111

Semester 1: Not offered
Semester 2: F at L and O at C*

A study of linear algebra and some of the associated numerical methods. Vector spaces, bases and dimension, inner product spaces; linear transformations and matrices, rank, nullity, change...
of basis; eigenvectors, eigenvalues. Applications to solutions of systems of linear equations and differential equations.

### MA262 Discrete Mathematics 2

**Prerequisites:** Any two of MA111, MA112 and MA161  
**Semester 1:** F at L and O at C*  
**Semester 2:** Not offered

This is a course in discrete mathematics. Topics covered include logic, mathematical reasoning, sets, cardinality, relations, algorithms and complexity, number theory, graphs and trees. Many of the discrete structures and objects encountered in this course are used in more advanced areas of pure mathematics and computer science. The course will concentrate on mathematical rather than computer science applications. This course is highly recommended for students taking further study in pure mathematics with its emphasis on mathematical reasoning and proof.

### MA272 Engineering Mathematics 4

**Prerequisites:** MA112  
**Semester 1:** Not offered  
**Semester 2:** F at L and O at C*

This course is intended as the final 200-level subject in mathematics for the Bachelor of Engineering programme. It is also available as a terminating mathematics course for students majoring in other disciplines. Normally a student majoring in mathematics is not allowed to take this course and have it counted towards his/her degree requirements. The course will involve computer laboratory sessions using MATLAB and statistical software packages to provide students with an introduction to mathematical and statistical software and its application to engineering and related problems.

### MA312 Ordinary & Partial Differential Equations

**Prerequisites:** MA211  
**Semester 1:** Not offered  
**Semester 2:** F at L

The subject of differential equations can be described as the study of equations involving derivatives, or more commonly, as the study of change. There is an in-depth coverage of solutions to both the ordinary and the partial differential equations. Modelling real-life changes and then utilising various different techniques in solving these differential equations is the main flavour of this course. In general, the course has a strong emphasis on analytic methods, though qualitative techniques will also be briefly considered where the general properties of solutions are determined without concern for exact behaviour.

### MA313 Real & Complex Analysis

**Prerequisites:** MA211  
**Semester 1:** F at L and O at C*  
**Semester 2:** Not offered

The course has two strands. In the first strand the students learn rigorous foundations of the concepts of limits, continuity, sequences and series already encountered by them in MA111, MA112 and MA211. In the second strand the students are introduced to complex analysis. Complex analysis has applications in partial differential equations, Fourier series, theoretical physics and many other areas of pure and applied sciences.
MA321 Abstract Algebra

**Prerequisites:** MA221

**Semester 1:** Not offered  
**Semester 2:** F at L and O at C*

This course is an introduction to the theory of groups, rings and fields. It constitutes the foundations of modern abstract algebra and is a basis for many other algebraic structures. The part of the course on group theory, which can be seen as the abstract study of symmetry, starts with the basic facts about groups, introduces the construction of the factor group, and culminates with the fundamental structure theorems of finite groups. The part on ring theory is concerned with another algebraic structure and studies its basic properties and constructions. The course closes with applications of the theory of rings and groups to field theory.

MA341 Numerical Analysis & Linear Programming

**Prerequisites:** MA221 or MA211

**Semester 1:** F at L and O at C*  
**Semester 2:** Not offered

This course is optional for students doing a major (single or double) or a minor in Mathematics. The primary goal of this course is to give a brief introduction to numerical analysis and to expose students to some of the statistical and mathematical models used in Operations Research. Numerical analysis involves study, development and analysis of algorithms for obtaining numerical solutions to various mathematical solutions. Operations Research as a tool of scientific decision making is widely used in defence establishments, modern industries and the multinational corporate world.

MA411 Mathematical Analysis

**Prerequisites:** MA313 and one other 300-level MA course

**Semester 1:** Not offered  
**Semester 2:** F at L and B at T

This course examines real analysis: number systems, sets and functions, metric spaces, topological spaces, continuity, differentiation, and integration of functions. Analysis is the branch of mathematics that deals with inequalities and limiting processes, and is the theoretical background to calculus. The aim of the course is to give students a good background in the concepts and techniques of analysis with an emphasis on rigorous proof of major calculus results. The basic definition of limits, sequences and continuity already encountered in MA313 are used throughout the course.

MA416 Nonlinear Dynamical Systems

**Prerequisites:** MA211 and MA312 and one other 300-level MA course

**Semester 1:** F at L and B at T  
**Semester 2:** Not offered

Realistic models of the physical world are nonlinear, involving large amplitudes of motion and thus usually several equilibria of the system concerned. This course gives the background for the analysis and synthesis (design) of dynamic behaviour of general networks, which represent a large class of nonlinear systems, predominantly physical and in particular mechanical. Research projects will involve the application of nonlinear techniques to analyse the properties of nonlinear systems. It is essential that the student is well-versed in one of the computing languages or computer algebra systems such as Mathematica.
**MA420**  Special Studies in Mathematics

**Prerequisites:** Approval from Associate Dean, Research and Graduate Affairs

**Semester 1:** Not offered  **Semester 2:** Not offered

This course provides students with an opportunity to study an area of mathematics not available in the current postgraduate programme. The topic offered will depend on staff availability. Further details are available from the School of Computing, Information and Mathematical Sciences.

**MA441**  Advanced Numerical Analysis

**Prerequisites:** Approval from Dean or nominee

**Semester 1:** Not offered  **Semester 2:** F at L

There are two strands to this course: approximation theory and numerical integration. The course covers polynomial interpolation, orthogonal polynomials, least squares approximation by polynomials, approximation by trigonometric polynomials, Fast Fourier Transforms, and piecewise polynomial approximation. The last part of the course gives a thorough coverage of derivation and error analysis of trapezoidal rule, Simpson’s rule, midpoint rule, Gaussian quadrature, composite rules, and Romberg integration.

**MA443**  Methods of Advanced Numerical Analysis 2

**Prerequisites:** Approval from Dean or nominee

**Semester 1:** F at L  **Semester 2:** Not offered

Differential equations occupy a prominent place in the mathematics curriculum because they are central to many topics in science and engineering. Solving differential equations using computers is the main objective of this course. Software package MATLAB will be used in the course. Using MATLAB, you can solve technical computing problems faster than with traditional programming languages, such as C, C++, and Fortran, because MATLAB handles time-consuming and error-prone aspects of programming automatically and efficiently. MATLAB provides 2D and 3D graphics functions for presenting your results.

**MA600F**  Mathematics SRP (Full-Time)

**MA600P**  Mathematics SRP (Part-Time)

**MA700F**  Mathematics Master’s Thesis (Full-Time)

**MA700P**  Mathematics Master’s Thesis (Part-Time)

**MA800F**  Mathematics PhD Thesis (Full-Time)

**MA800P**  Mathematics PhD Thesis (Part-Time)

**MM101**  Engineering Graphics & Design

**Prerequisites:** Admission to BE

**Semester 1:** F at L  **Semester 2:** Not offered

This course provides a broad introduction to the principles of engineering graphics by covering areas such as spatial-visualisation abilities and sketching of spatial relationships, use of standards...
and conventions in engineering graphics, and computer aided drawing (CAD). The Engineering design process will also be looked at and emphasised through student design projects. The parametric modelling software Autodesk Inventor® will be introduced while the primitive modelling/drawing software AutoCAD® will be taught in detail.

### MM103 Engineering Mechanics

**Prerequisites:** MA111 or PH102  
**Semester 1:** Not offered  
**Semester 2:** F at L and O at LTK, E and SI

This course aims at equipping students with the knowledge and practical skills needed for solving every day engineering problems. The course first reviews the concepts of forces and vectors that were introduced to the students in an earlier engineering physics course. The course then covers topics in statics which include force systems on rigid bodies, distributed forces, analysis of structures, forces in beams and cables along with friction.

### MM211 Solid Mechanics 1

**Prerequisites:** MA112 and MM103  
**Semester 1:** F at L  
**Semester 2:** Not offered

This aims at equipping the students with the knowledge and skills of understanding deformation materials undergo during externally applied forces. The course first builds up on the topics Centroids and Centres of Gravity and then introduces students to the concepts of stress and strain. It then concentrates on deformations during torsion and bending. Stresses in Beams and Columns together with a topic in energy methods are covered.

### MM212 Metallurgy & Material Science

**Prerequisites:** MM103  
**Semester 1:** F at L  
**Semester 2:** Not offered

This course aims at equipping the students with skills required for understanding the various properties of metals and other materials and their applications in engineering practice. This course is intended to provide the students with a strong fundamental knowledge and some practical skills of metallurgy and material science.

### MM214 Dynamics

**Prerequisites:** MM103  
**Semester 1:** F at L  
**Semester 2:** Not offered

This course aims at equipping the students with the knowledge of the different aspects of dynamics and understanding of the basic methods required to perform kinematics and dynamic analysis on particles and rigid body, and includes topics such as kinematics of particles, rectilinear and curvilinear motion, kinetics of particles: force, mass, acceleration, kinetics of systems of particles and rigid body; planar kinematics of rigid bodies, impulse and momentum, work and energy.

### MM221 Thermodynamics & Heat Transfer

**Prerequisites:** PH102, and MA111 or MA112  
**Semester 1:** Not offered  
**Semester 2:** F at L

This course introduces the students to thermodynamics, which is the science dealing with the conversion and transfer of energy. This includes all aspects of energy and energy transformations including power production and properties of matter. Determination of the rates of such energy transfers is also studied in this course under heat transfer.

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**KEY TO CAMPUS CODES**

- A = Alafua  
- CI = Cook Islands  
- E = Emalus  
- K = Kiribati  
- LAB = Labasa  
- L = Laucala  
- LTK = Lautoka  
- NA = Nauru  
- NI = Niue  
- RMI = Republic Marshall Islands  
- SI = Solomon Islands  
- TOK = Tokelau  
- TON = Tonga  
- TU = Tuvalu
MM222  Fluid Mechanics

Prerequisites: PH102, and MA111 or MA112

Semester 1: Not offered  Semester 2: F at L

This course introduces the students to the sciences that deal with the behaviour of fluid in both static and dynamic conditions. This course is designed to enable the student to analyse any practical system in which fluid is the working medium. Fluid mechanics deals with a study of the behaviour of fluids at rest or in motion and the interaction of fluids with solids or with other fluids at the boundaries.

MM223  Manufacturing Processes

Prerequisites: MM212

Semester 1: Not offered  Semester 2: F at L

This course is designed to develop an understanding of various manufacturing processes, such as castings, metal forming, metal cutting, metal joining, surface finishing processes and selection of manufacturing processes. In addition, this course builds the foundation for other advanced courses in manufacturing engineering.

MM301  Energy Supplies

Prerequisites: Approval from Dean or nominee

Semester 1: F at L  Semester 2: Not offered

The course considers the resources and distribution of energy in the world as a whole and the region in particular. The main energy conversion processes, chemical to thermal, thermal to mechanical and mechanical to electrical are studied. Particular emphasis is placed on a detailed analysis of the physical problems involved in harnessing renewable and locally available energy sources such as solar radiation, wind, hydro-power, biomass, wave power, and ocean thermal energy. Laboratory work on small scale devices and experiments to harness these sources forms a significant part of the course. Field trips to renewable energy sites form an essential component of the course.

MM311  Applied Thermo-Fluids

Prerequisites: MM221 and MM222

Semester 1: F at L  Semester 2: Not offered

This course enables the students to apply the basic engineering concepts to practical devices and systems. A number of engineering devices involve conversion, transfer and transport of energy from one form to another. The students need to clearly understand the working of these engineering devices and analyse the energy interaction involved. They may also need to design simple devices and test them to enhance their understanding of the subject. This course will provide the students with an opportunity to apply the basic knowledge of thermo-fluids, gained in earlier courses, to practical devices and systems. Topics include internal combustion engines, gas turbines, power cycles and plants, wind engineering and wind tunnel testing, aerodynamics, turbo-machinery, analysis of heat transfer in heat exchangers and fins, transient heat transfer, forced and natural convection.
**MM312  Solid Mechanics 2**

**Prerequisites:** MM211  
**Semester 1:** F at L  
**Semester 2:** Not offered

This course teaches the fundamentals of analysing stress and deformation in solids under complex loading associated with structures/elements in mechanical engineering. At the end of this course students will be able to understand and apply the fundamental principles of solid mechanics and the basic methods of stress, strength, and deformation analysis of a solid structure and/or element in relation to a design. By completing this course, students will gain the ability to: conduct strain analysis, use compatibility equations, do elastic and plastic analyses, describe boundary conditions for complex engineering problems, and use energy methods for stress and deformation analysis. Students will also be introduced to: plates and shells and how to conduct plate and shell structural analysis; stress concentration analysis and its relation to fracture and service life of a component/structure and finally finite element method is introduced and used for stress and deformation analysis.

**MM315  Mechanisms & Machines**

**Prerequisites:** MM211  
**Semester 1:** F at L  
**Semester 2:** Not offered

This course introduces students to the study of machines and the basic elements that comprise them. After completing this course students will have a greater understanding and working knowledge of how general machinery is designed, manufactured and functions. Students will also be able to analyse basic machine elements such as gears, springs, flexible machine elements, mechanisms and linkages, screws, bearings and lubrication and will also study topics such as engines, power transmissions.

**MM321  Refrigeration & Air Conditioning**

**Prerequisites:** MM221  
**Semester 1:** Not offered  
**Semester 2:** F at L

This course enables the students to apply the basic thermodynamics concepts to practical refrigeration and air conditioning systems. Topics to be covered include introduction to refrigeration, air refrigeration systems, aircraft refrigeration, vapour compression and vapour absorption refrigeration systems, performance testing, refrigerants and their properties, introduction to comfort air conditioning, psychrometric processes, cooling load calculations, design of air conditioning systems, types of air conditioning systems and their applications.

**MM322  Metrology & Instrumentation**

**Prerequisites:** EE102  
**Semester 1:** Not offered  
**Semester 2:** F at L

This course equips the students with the measurement skills, and measurement system analysis skills, and provides them with sufficient knowledge to design and build measuring instruments. Topics that will be covered include linear and angular measurements, measurements of straightness, roundness and flatness, limit gauges, and gear measurements. The measurements of displacement, temperature, pressure, and vibration, stress and strain, including optical techniques and sensors will also be taught. They will also do laboratory exercises involving design and building complete measurement systems. The basic controls systems will also be taught.
MM323  Manufacturing Systems

Prerequisites: MM223

Semester 1: Not offered  
Semester 2: F at L

The aim of the course is to teach students about the current types of discrete parts manufacturing systems. It will help the students acquire the knowledge of principles and types of manufacturing systems and models to appreciate materials handling systems and storage and retrieval systems. The course also enables the students to apply modelling and performance analysis techniques to solve manufacturing systems design and operation problems. The students will use FlexSim software to analyse a given production line and thereby derive suggestions for improving the designs based upon the results.

MM324  Mechanical Engineering Design

Prerequisites: MM312 and MM315

Semester 1: Not offered  
Semester 2: F at L

The design process is an exciting undertaking that calls upon many disciplines in order for it to produce the desired result. The designers must be equipped with a variety of creative, problem solving and analytical skills in order for them to achieve the optimal design. The designer must be aware of materials, mechanical elements, manufacturing processes, stress analysis techniques/methods, physics involved, ergonomics, safety requirements, standards and costs involved and the ability to create these ideas on paper or using graphics tools. Students will use an industrial Finite Elements Analysis (FEA) package to analyse a given design task and thereby derive suggestions for improving the design based upon the results.

MM361  Advanced Manufacturing

Prerequisites: MM323

Semester 1: Not offered  
Semester 2: Not offered

The course introduces some of the advanced manufacturing technologies, such as non-traditional machining techniques, rapid prototyping, nano-fabrication processes, automation processes; computer integrated manufacturing, laser technology and plastic processing technologies. It aims to strengthen fundamental concepts and principles in all these manufacturing technologies, which are then applied in industrial applications.

MM362  Advanced Fluid Dynamics

Prerequisites: MM311 or equivalent

Semester 1: Not offered  
Semester 2: Not offered

This course introduces the students to advanced topics in fluid dynamics. It aims to strengthen the fundamental concepts and principles of fluid dynamics, which are then applied to some engineering and environmental fluid phenomena. A lot of environmental fluid flow problems exist in this region and the students will be well equipped to solve these problems after completing this course. Students will be able to understand the important governing equations of fluid flows, the Navier-Stokes equations and will be able to solve them for some specific cases. Turbulent flows are encountered everywhere in real life. Students will be able to analyse turbulent flows along with the causes of transition to turbulence. In most situations, the information on wind loads and effects on the structures is needed to ensure reliable design and desirable building performance which can significantly reduce wind induced damage and losses. Wind engineering basics will be taught to equip the students to solve problems related to winds. The characteristics of atmospheric wind will
be taught, the wind loads on buildings will be discussed in detail. High speed flows which require a different treatment will be covered. Wind tunnel testing of aerodynamic and bluff bodies, which is intended to give information on wind effects on structures under particular wind conditions i.e. particular wind speed and wind direction relative to the structure and its surroundings, will be taught.

MM363  **Thermo-fluid Dynamics of Renewable Energy Devices**

**Prerequisites:** MM301 and MM311  
**Semester 1:** Not offered  
**Semester 2:** Not offered  
This course enables the students to apply the knowledge gained in the undergraduate courses in the area of thermo-fluids and energy to design and analyse practical devices. A number of Renewable Energy extraction devices are being developed these days and a thorough knowledge and understanding of the thermo-fluid dynamics of these devices is required to design, analyse and test the performance of these devices. This course equips them with the necessary skills to design and analyse the Renewable Energy systems by applying the thermo-fluid laws to wind, solar thermal, hydro, wave, tidal current and OTEC devices.

MM365  **Advanced Mechanical Design**

**Prerequisites:** MM324 or equivalent  
**Semester 1:** F at L  
**Semester 2:** Not offered  
In this course, the students will encounter some interesting topics that will be invaluable in their mechanical engineering design career. Students will complete projects within the major disciplines of mechanical engineering and gain an increased and detailed knowledge of their design tools, in particular Finite Element Analysis. Other topics that will be covered include developing a culture of safety, leadership skills, Engineering communication techniques, and design concepts such as manufacture, fatigue, fracture, environment and sustainability, and quality.

MM366  **Special Topic in Mechanical Engineering**

**Prerequisites:** Approval from Dean or nominee  
**Semester 1:** Not offered  
**Semester 2:** Not offered  
This course equips the students with an advanced knowledge of one or more of the major areas within Mechanical Engineering. They will acquire in-depth knowledge and problem solving skills in one or more of the areas of solid mechanics, materials and manufacturing, thermo-fluids, and machine design. The course will have strong theoretical, computational and/or experimental emphasis and the students will learn complex problem-solving in the area of Mechanical Engineering.

MM381  **Professional Engineering & Project Management**

**Prerequisites:** UU114 and EN001  
**Semester 1:** F at L  
**Semester 2:** Not offered  
This course equips the students with the knowledge and appreciation of the roles and responsibilities of professional engineers in the society. Topics that will be covered in this course include responsibility, honesty, integrity and reliability in professional practice; safety, risk and liability; role of engineers in addressing ecological concerns, engineering issues in the South Pacific, role of SPEA; rights of engineers; skills of writing complex professional documents and contract law.
MM388  Project I

Prerequisites: Successful completion of all 100, 200 and 300-level core engineering courses

Semester 1: F at L  Semester 2: Not offered

The fourth year engineering project is an opportunity for students to conduct a definitive piece of independent research in an environment and manner that utilises their learnt skills and knowledge to develop further their engineering research skills. With the guidance of a staff supervisor, students will define a research question, identify its foundation in our existing knowledge, recognise or develop the skills/tools required to investigate the question, apply scientific methods to explore the problem in a methodical fashion, and analyse and present results in clear, concise and structured reports, posters, and oral presentations. Students must be able to demonstrate satisfactory progress in Project I in order to complete their work in Project II.

MM391  Maintenance & Reliability of Engineering Economics

Prerequisites: MA272

Semester 1: Not offered  Semester 2: F at L

This course highlights the systematic evaluation of the costs and benefits related with anticipated technical projects. The student will understand to the concepts of the "time value of money" and the methods of promotional cash flow. Students will be prepared to make judgements concerning money as capital within an engineering environment. Under the Maintenance Technology, the student will be exposed to condition monitoring techniques, such as vibration, acoustic monitoring and temperature, and in Maintenance Management, they will be exposed to Reliability and Economics of Maintenance, strategies for plant inspection and maintenance, and various other aspects.

MM392  Industrial Engineering

Prerequisites: MM323

Semester 1: Not offered  Semester 2: F at L

This course introduces various concepts and techniques applied for production planning and controlling activities in the manufacturing and the service industries. It basically covers the major topics such as product design, productivity measures, forecasting, scheduling, planning and inventory controls in operational management. The course also discusses on work system design for organisation. In addition it gives an introduction to fundamentals of organisation structures, role of industrial engineers and industrial psychology.

MM399  Project 2

Prerequisites: MM388

Semester 1: Not offered  Semester 2: F at L

The fourth year engineering project is an opportunity for students to conduct a definitive piece of independent research in an environment and manner that utilises their learnt skills and knowledge to develop further their engineering research skills. With the guidance of a staff supervisor, students will define a research question, identify its foundation in our existing knowledge, recognise or develop the skills/tools required to investigate the question, apply scientific methods to explore the problem in a methodical fashion, and analyse and present results in clear, concise and structured reports, posters, and oral presentations.
<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
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<tbody>
<tr>
<td>MR600F</td>
<td>Marine Management SRP (Full-Time)</td>
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<tr>
<td>MR600P</td>
<td>Marine Management SRP (Part-Time)</td>
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<tr>
<td>MR700F</td>
<td>Marine Management Master’s Thesis (Full-Time)</td>
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<tr>
<td>MR700P</td>
<td>Marine Management Master’s Thesis (Part-Time)</td>
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<tr>
<td>MR800F</td>
<td>Marine Management PhD Thesis (Full-Time)</td>
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<tr>
<td>MS101</td>
<td>Introduction to Marine Resources Management</td>
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<td></td>
<td><strong>Prerequisites:</strong> None</td>
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<td><strong>Semester 1:</strong></td>
<td>B at C</td>
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<td><strong>Semester 2:</strong></td>
<td>Not offered</td>
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<td>This course introduces students to the many aspects of marine resources management particularly the developments following the adoption of the Law of the Sea Convention. This course stresses the importance of managing these resources wisely if the people are to benefit from these new opportunities. Students will learn about resource management by looking at national policies, law, regional cooperation, international treaties and conventions. This course is on the global perspective of ocean resources management and introduces many basic concepts of environmental protection, sustainable resource utilisation and international law.</td>
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<tr>
<td>MS111</td>
<td>Introduction to Marine Science for Pacific Islands</td>
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<td></td>
<td><strong>Prerequisites:</strong> None</td>
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<td><strong>Semester 1:</strong></td>
<td>Not offered</td>
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<tr>
<td><strong>Semester 2:</strong></td>
<td>F at L and B at C</td>
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<tr>
<td>This is an introductory course for all students entering Marine Studies. The course provides an interesting introduction to the principles and application of marine science, including physical, biological and chemical processes, living and non-living resources, human uses and impacts, and environmental management and sustainable development. Content focuses on the Pacific islands, but in the context of marine science on a world scale.</td>
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<tr>
<td>MS200</td>
<td>Marine Resource Economics</td>
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<td></td>
<td><strong>Prerequisites:</strong> Any 100 level MS, EC or MA course</td>
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<tr>
<td><strong>Semester 1:</strong></td>
<td>Not offered</td>
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<tr>
<td><strong>Semester 2:</strong></td>
<td>B at L</td>
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<tr>
<td>The course is designed to enhance students' understanding on the application of economic concepts and models to address policy questions with respect to marine resources. The course provides a theoretical and an applied context to the key issues and policy challenges in marine resource use and management in general and with some specific reference to the Pacific Islands. Economic underpinnings of issues on equity, efficiency and sustainability are analysed by looking at activities such as fisheries, aquaculture, marine protected areas, recreational fishery, ports and shipping and seabed mining.</td>
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</table>
MS202  Invertebrate Biology

Prerequisites: MS111 and BI108

Semester 1: F at L  
Semester 2: Not offered

Equivalent to BI202. Invertebrates play key roles in all ecosystems and exhibit huge diversity. This course involves the study of invertebrate classification, identification, anatomy, functional biology and evolutionary adaptation to environmental change. A habitat-based approach is used to cover invertebrates living in terrestrial, marine and freshwater environments while using case studies to examine the economic and ecological importance of invertebrates in a local, regional and international contexts. The course also provides a link between 100-level and animal-oriented 300-level degree courses in biology, particularly MS305.

MS204  Tropical Seafood

Prerequisites: Any 100 level course

Semester 1: B at L  
Semester 2: Not offered

This course provides a general introduction to seafood in Pacific Island Countries. Seafood resources, nutrition, spoilage, poisoning, handling, processing (both traditional and modern), preservation and quality assurance are examined. This includes a critical analysis of the role of women in traditional and modern fish processing industries. Regional and global seafood quality issues are examined in some detail and students are expected to design their own seafood business using economic engineering principles. The course requires a low level of applied science and technology; the emphasis will be on field-trips and assignments rather than on laboratory classes.

MS205  International Law of the Sea

Prerequisites: Any 100-level MS or EC or LW course

Semester 1: Not offered  
Semester 2: F at L and B at C

The course provides an introduction to the Law of the Sea Convention for non-law students wishing to understand the international framework governing the oceans and their resources. Topics covered include the history of the Convention, ocean zones and the associated rights and duties of States, the rules governing the access to the oceans, the use and conservation of her resources, the protection of the marine environment and other marine uses.

MS206  Maritime Skills & Techniques

Prerequisites: MS111

Semester 1: Not offered  
Semester 2: B at L

Working on small vessels at sea is one of the most dangerous of all professions. This course provides students intending to work in fisheries and marine science in the South Pacific with a basic competence in small boat operations, safety at sea, position finding, navigation and pilotage. This skills-based course is set in an academic framework of geography, cartography, meteorology and oceanography. Marine survey techniques differ from those on land. Students are introduced to a range of sampling techniques, including echo-sounders, global positioning system, salinity and temperatures profiling, plankton nets, fishing methods, grabs, corers and in-water sampling techniques. Students will spend 4 weeks on industrial attachment to practise some of these skills.
MS210  Marine Transport

Prerequisites: MS101 or any 200 level MS course

Semester 1: B at L  
Semester 2: Not offered

Marine Transport is the lifeline of Pacific Island Countries, essential at almost all levels of society from village transport and artisanal fishing to the intra-regional and international trade of nation states. It is also arguably the greatest technological heritage legacy of Pacific peoples. Today the industry is characterised by a vicious cycle of old ships replaced with old ships. Reliable and affordable marine transport is a cornerstone necessity for almost any area of socio-economic development. The situation is compounded by the industry’s current dependency on increasingly unaffordable fossil fuels. This course covers history, legislation, the current industry at international and domestic levels and focuses on the challenges faced by the current industry and future options.

MS211  Marine Geology Sedimentology

Prerequisites: ES106 or any 100 level science course

Semester 1: B at L  
Semester 2: Not offered

This course is about the rocks and sediments in the ocean basins, their distribution, composition and history. The South Pacific Island Nations all lie within the deep oceanic basins but most of our activity and concern centre on are the near-shore regions. Hence this course is geared towards understanding near-shore processes and sedimentation. Other aspects of marine geology addressed in this course include ocean circulation, plate tectonics, sea-level history, skeletal microplankton, geochemistry as a tool for paleo-climatology, and critical events in global palaeo-oceanography.

MS213  Physical Oceanography

Prerequisites: Any 100-level science course

Semester 1: Not offered  
Semester 2: F at L and B at C

The course explores the physical forces that act in the oceans and describes the response of ocean water to these forces. The course covers the physical properties of seawater and the application of physical laws to oceanography, heat transfer, ocean currents, waves and tides. The course emphasises the relationship of physical oceanography with ocean ecology.

MS301  Ocean Resources Management in the Pacific Islands

Prerequisites: MS101 or any 200-level MS course

Semester 1: Not offered  
Semester 2: F at L and B at C

This course analyses the actions taken by Pacific Island Countries individually and collectively, in response to their rights and obligations under the 1982 Law of the Sea Convention and after the UN Conference on Environment and Development in 1992. National and regional policies, administrative arrangements, national laws, regional and international treaties and regional organisations are examined. Various different uses of the sea are studied with emphasis on case studies from the South Pacific Region.
MS302  Integrated Coastal Zone Management

Prerequisites: One 200-level MS course

Semester 1: Not offered  
Semester 2: F at L and B at C

This course articulates some key issues in Integrated Coastal Management, particularly with reference to Pacific Island Countries. The coastal zone and its biophysical characteristics are introduced at the beginning together with the international framework for an integrated approach. These set the stage for the various processes and methods involved in integrated coastal management. The course outlines the principles and tools that give practical guidance to assist in the process. The course focuses on the interrelationships and interdependence between and among sectors, agencies, disciplines and levels of governance for complementarities, duplication and conflicts to enable the fostering of better cooperation and coordination to achieve the goals of integrated management and sustainable development.

MS304  Ocean Governance & Policy

Prerequisites: MS205 or approval of Dean or nominee

Semester 1: F at L  
Semester 2: Not offered

This course examines ocean governance and policy at the international, regional and national levels with an emphasis on practice in the Pacific Islands region. Emerging issues in the maritime sector, the role of institutions in the management of marine living resources and the principles behind the management of non-living resources are examples of topics addressed. Students and practitioners alike will benefit and be able to develop policy and plans consistent with laws, guide implementation and promote responsible ocean governance.

MS305  Marine Biology

Prerequisites: BI202 or MS202 or approval of Dean or nominee

Semester 1: F at L  
Semester 2: Not offered

Equivalent to BI305. The emphasis in this course is placed on tropical marine biology from an ecological perspective. The main primary producers in the oceans are examined from the plankton to the larger benthic marine autotrophs. The ecology of coral reefs, mangrove communities, seagrass beds, intertidal and shallow water sub-tidal benthic communities will equally be examined. A short presentation of deep-sea organisms will be given. The shallow-water ecosystems will be studied using a variety of survey methods and thus field work will be a major component of this course.

MS306  Coral Reef Ecology & Management

Prerequisites: BI202 or any 200-level MS course

Semester 1: Not offered  
Semester 2: F at L

Coral reefs are one of the richest and most productive ecosystems in the world. Coral reefs are under serious threat globally, not least in the Pacific region. This course examines the origins of coral reefs (reef types and formation); the biology of corals and other reef organisms (taxonomy, feeding, growth and reproduction); ecosystem structure and function (particularly coral/zoanthellae, coral/algae, and predator/prey relationships); biodiversity values (significant and threatened species); human uses and values (especially fisheries); major issues (especially coral bleaching, terrestrial run-off, and effects of fishing); and environmental management and sustainable use of reef resources.
FACULTY OF SCIENCE, TECHNOLOGY AND ENVIRONMENT

COURSE DESCRIPTIONS

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
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<tbody>
<tr>
<td>MS307</td>
<td>Fish &amp; Fisheries Biology</td>
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</tbody>
</table>

**Prerequisites:** BI201 or MS202 or BI202 or approval of Dean or nominee

**Semester 1:** Not offered  
**Semester 2:** F at L

Equivalent to BI307. This course is the only vertebrate biology course on offer and is designed to teach components of fish biology, population dynamics and management. Topics include fish classification, anatomy, bioenergetics, physiology and aspects of their ecology. Basic principles of aquaculture and their application to Pacific Island countries are discussed and aspects of fish population dynamics are covered such as stock abundance, age, growth, recruitment, yield and mortality. Both traditional and conventional fishing methods, management strategies and regulations are examined. The tuna fishery which is the largest commercial fishery in the South Pacific is also studied.

<table>
<thead>
<tr>
<th>MS308</th>
<th>Environmental &amp; Marine Microbiology</th>
</tr>
</thead>
</table>

**Prerequisites:** BI102 or BI108 and one 200-level MS and one 200-level BI course

**Semester 1:** Not offered  
**Semester 2:** F at L

Equivalent to BI308. This course gives advanced consideration to the full range of micro-organisms that occur in the seas. Particular emphasis will be given to their structural, physiological and behavioural adaptations to the marine environment. Major aspects of the roles of microbes in the seas to be considered will be their interactions with other microbes and with higher organisms, marine microbial ecology, and the importance of microbes to the productivity of the seas and their contribution to the marine biomass.

<table>
<thead>
<tr>
<th>MS309</th>
<th>Sustainable Fisheries</th>
</tr>
</thead>
</table>

**Prerequisites:** Any 200-level MS course

**Semester 1:** F at L  
**Semester 2:** Not offered

The course underlines the critical issues affecting management and planning in the fisheries sector and provides tools and techniques to address them. It elaborates on the concept of sustainable fisheries to identify the key factors that need to be addressed as part of planning and policy on fisheries management. Students acquire analytical skills in project formulation, assessment and management as a means to achieve sustainable fisheries by using project planning tools such as cost-benefit analysis. Resource and environmental economic concepts are also used to incorporate the salient features of Pacific Island environments fisheries to mainstream the critical role of the sector in the island economies. Socio-economic survey techniques and resource assessment methods further improve the students’ ability to gather more systematic and accurate data to strengthen decision making and policy development.

<table>
<thead>
<tr>
<th>MS310</th>
<th>Ports &amp; Shipping</th>
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</table>

**Prerequisites:** MS210

**Semester 1:** Not offered  
**Semester 2:** B at L

Marine Transport is the lifeline of Pacific Island Countries, essential at almost all levels of society from village transport and artisanal fishing to the intra-regional and international trade of nation states. It is also arguably the greatest technological heritage legacy of Pacific peoples. This course builds on groundwork covered in MS101 and MS210 and examines the roles of ports, shipping lines and government subsidisation schemes. A case study approach is adopted and students will be expected to adopt the same approach in course work. This course is essential for students intending to pursue further study in this field at postgraduate level.

KEY TO CAMPUS CODES

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**MS312  Marine Pollution**

**Prerequisites:** Any 200-level science course

**Semester 1:** F at L  
**Semester 2:** Not offered

This course provides an introduction to the basic science of pollution in the sea. Lectures will cover the principles of assessment and control with particular reference to tropical systems. Classes will also consider case histories from the tropical Pacific and elsewhere. The case histories will be examined as predictors of various types of environmental risk, for example oil spills, sanitary sewage disposal, factory wastes, radioactivity, etc. Students will participate in practical assignments to develop skills in pollution assessment.

**MS313  Seafood Science**

**Prerequisites:** CH101 or MS204

**Semester 1:** Not offered  
**Semester 2:** F at L

This course introduces students to the concept of fish and other marine organisms as food. The scientific and technological aspects of seafood spoilage, poisoning, handling, processing and preservation methods (both traditional and more technically advanced) and quality assurance are examined. Students do a major Hazard Analysis and Critical Control Points (HACCP) project.

**MS314  Tuna Fisheries of the South Pacific**

**Prerequisites:** Any 200 level MS course

**Semester 1:** Not offered  
**Semester 2:** F at L

The tuna fisheries of the Pacific Islands are vital to the social, economic and political well-being of many Pacific Island Countries. Tuna fisheries production from the Pacific Islands contribute 80% to total Pacific Ocean tuna production and 60% to total global tuna production, with an annual value of US$3-5 billion. Given the importance of these fisheries, this course will endeavour to develop appropriate knowledge, understanding and skills that would contribute to the sustainable development and management of tuna fisheries in the Pacific Islands. The course will review the biology of targeted tuna species and their implications for tuna development, management and conservation; assessment of tuna stock and fisheries using appropriate tools and models; impacts of climate change and fisheries on tuna stocks and marine environment; current and proposed management and conservation strategies to ensure sustainable development of tuna fisheries and resources; environmental issues associated with tuna fisheries; and tuna economics and trades.

**MS315  Marine Spatial Planning**

**Prerequisites:** Any 200 level MS course or GS100 or GS201 or GS211

**Semester 1:** Not offered  
**Semester 2:** B at L

This course introduces students to the principles and practice of planning for sustainable marine and coastal management, particularly in the Pacific context. The course aims to provide a good understanding of the policy and regulatory framework, and tools for planning and management. It considers the ways that planning can prepare and manage for change to ensure sustainable futures and specifically, the need to promote balance between social and economic development and the protection of the marine and coastal environment. It identifies, synthesises and analyses the multifarious roles of humans, extreme events and climate change. Case studies from the Pacific region and around the world will be used to illustrate the importance of planning in managing the multiple, often conflicting activities in the marine and coastal zones.
MS324  Aquaculture in Pacific Island Countries

**Prerequisites:** Any 200-level BI course

**Semester 1:** F at L  
**Semester 2:** Not offered

This course provides an introduction to the present-day status of aquaculture in the world and in Pacific Island countries, and provides information and necessary skills that will help students to recognise aquaculture development constraints and plan development strategies to implement regionally-appropriate and sustainable aquaculture projects. The course involves lectures on theory, practical exercises in the laboratory, and excursions to various aquaculture operations.

MS411  Special Topic in Marine Science

**Prerequisites:** Admission into PGDip

**Semester 1:** F at L  
**Semester 2:** F at L

This course is suitable for students who want to do marine science studies at the postgraduate level. Students are required to do an independent research project which includes a major report and a seminar. Students may take an intensive course on a special topic (e.g. physical oceanography, coral reef survey techniques, marine biodiversity, community-based natural resources management). Before registering for this course, candidates must first seek out a supervisor, obtain their agreement to provide supervision, and be assigned a research topic.

MS425  Aquaculture

**Prerequisites:** Admission into PGDip

**Semester 1:** Not offered  
**Semester 2:** F at L

This course is for students who want to acquire research skills for the management and development of tropical aquaculture (raising of finfish, shellfish, various other invertebrates, or seaweed). Students are required to carry out an independent research project, write up their results as a draft scientific paper, write an essay on an aquaculture topic, and present a seminar. Projects will be approved and assessed by an appropriate supervisor.

MS441  Regional Management of Marine Resources

**Prerequisites:** Admission into PGDip

**Semester 1:** F at L  
**Semester 2:** Not offered

This course will provide an opportunity to focus on aspects of regional management of marine resources in the South Pacific in line with the special interests of individual candidates. Emphasis will be on the work carried out by relevant regional organisations such as the Secretariat of the Pacific Community (SPC), Forum Fisheries Agency (FFA), Secretariat of the Pacific Regional Environment Programme (SPREP) and the South Pacific Applied Geoscience Commission (SOPAC).

MS442  Statutory Management of Marine Resources

**Prerequisites:** Admission into PGDip

**Semester 1:** Not offered  
**Semester 2:** F at L

This course will give students an opportunity to examine critically the laws and regulations by which individual South Pacific countries manage their marine resources. The legal measures in the form of treaties, conventions and agreements, etc., by which South Pacific countries jointly develop/manage their marine resources will also be examined in depth. In addition to these, other postgraduate courses may be selected from offerings at USP, depending on the area of research and interest. This is a supervised reading course on demand.
COURSE DESCRIPTIONS

FACULTY OF SCIENCE, TECHNOLOGY AND ENVIRONMENT

KEY TO SEMESTER AND MODE CODES
F = Courses offered in the Face to face mode, P = Courses offered in the Print mode, B = Courses offered in the blended mode, O = Courses offered in the online mode, C = Courses offered at all campuses, C* = Courses offered at all campuses except Laucala, C** = Courses offered at all campuses except Emalus, C*** = Courses offered at all campuses except Laucala & Emalus.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
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<tbody>
<tr>
<td>MS600F</td>
<td>Marine Science SRP (Full-Time)</td>
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<tr>
<td>MS600P</td>
<td>Marine Science SRP (Part-Time)</td>
</tr>
<tr>
<td>MS700F</td>
<td>Marine Science Master’s Thesis (Full-Time)</td>
</tr>
<tr>
<td>MS700P</td>
<td>Marine Science Master’s Thesis (Part-Time)</td>
</tr>
<tr>
<td>MS800F</td>
<td>Marine Science PhD Thesis (Full-Time)</td>
</tr>
<tr>
<td>MS800P</td>
<td>Marine Science PhD Thesis (Part-Time)</td>
</tr>
</tbody>
</table>

OMDT1   Online Mathematics Diagnostic Tool for Science

Prerequisites: None

Semester 1: O at C  
Semester 2: O at C

The Online Mathematics Diagnostic Tool (OMDT) is a numeracy support tool offered fully online. It covers the topics: Algebra, Functions, Differentiation, Integration, Probability and Statistics. The diagnostic tool consists of an online test and five online remedial modules. The online test results indicate if a student needs to upskill in any area of mathematics or not. If a student needs to upskill, he/she will be automatically directed to appropriate online remedial. All students completing the diagnostic tool will receive a certificate and transcript.

OMDT2   Online Mathematics Diagnostic Tool for Social Science

Prerequisites: None

Semester 1: O at C  
Semester 2: O at C

The Online Mathematics Diagnostic Tool (OMDT) is a numeracy support tool offered fully online. It covers the topics: Algebra, Functions, Differentiation, Integration, Probability and Statistics. The diagnostic tool consists of an online test and five online remedial modules. The online test results indicate if a student needs to upskill in any area of mathematics or not. If a student needs to upskill, he/she will be automatically directed to appropriate online remedial. All students completing the diagnostic tool will receive a certificate and transcript.

PH101   Quantum & Electrical Physics

Prerequisites: Form 7 Physics or PHF02 and PHF03 or equivalent

Semester 1: Not offered  
Semester 2: F at L and O at E, TON, LTK and A

This introductory course establishes the principles of electricity and magnetism, optics and modern physics to open the way for future studies in electromagnetism, electronics and other branches of physics such as quantum mechanics and solid state physics. Laboratory work involves experiments which reinforce lecture material. This course is suitable for students who wish to major in disciplines other than physics, and is a requirement to those who wish to major in physics.

PH102   Classical Physics

Prerequisites: Form 7 Physics or PHF02 and PHF03 or equivalent

Semester 1: F at L and O at E, TON, K and A  
Semester 2: Not offered

This introductory course deals with mechanics, mechanical and thermal properties of matter and wave motion, in order to prepare students for further studies in physics and other sciences where
physical phenomena play a role. Laboratory work involves experiments that reinforce the lecture material. This course is suitable for students who wish to major in disciplines other than physics, as well as a requirement those who wish to major in physics.

**PH106 Physics for Other Sciences**

**Prerequisites:** A science background

**Semester 1:** F at L and O at E, TON and LTK  
**Semester 2:** Not offered

This is a service course for students majoring in sciences other than physics, where physical phenomena play a role. Laboratory work involves experiments that reinforce lecture materials on mechanics, fluids, electricity, nuclear and atomic physics. The course deals with practical applications of these topics.

**PH202 Environmental Physics**

**Prerequisites:** PH101 or PH102 and MA111 or MA112 or MA102

**Semester 1:** Not offered  
**Semester 2:** F at L and O at E, K & A

The aim of this course is to provide meteorological concepts in a visual and practical manner while simultaneously providing students with a comprehensive background in environmental physics. Both qualitative and quantitative treatment of climate physics including climate sensitivity and change and climate models and predictions are covered. The Earth and its atmosphere and the dynamics form an integral component of this course. Tropical weather, weather forecasting techniques, thunderstorms, and climate change are examined.

**PH204 Quantum Physics Essentials**

**Prerequisites:** PH101 or PH102 and MA111 or MA112

**Semester 1:** F at L and O at E  
**Semester 2:** Not offered

Quantum physics is fundamental to all physical phenomena at the microscopic level. This course provides the necessary background for understanding the many recent developments in atomic, nuclear and molecular physics and their technological applications. This course is intended for students majoring in physics, chemistry and technology. The laboratory course involves experimentation in both atomic and nuclear physics.

**PH206 Electromagnetism & Electronics**

**Prerequisites:** PH101 or PH102 and MA111 or MA112

**Semester 1:** Not offered  
**Semester 2:** F at L and O at E & LTK

This course introduces topics on electrostatics, magnetostatics, electromagnetic theory, and analog and digital electronics which serve as basis for work to be carried out in a 300-level course PH302: Electrical Communication and Instrumentation and PH306: Measurement and Control of Physical Systems. The laboratory component will give concrete understanding of applications of electromagnetism and electronics. This course is one of the required courses for a major or minor in Physics.

**PH301 Energy Supplies**

**Prerequisites:** PH202

**Semester 1:** F at L and O at LTK and LAB  
**Semester 2:** Not offered

This course considers the resources and distribution of both renewable and conventional energy. Particular emphasis is placed on the physical principles and the harnessing of renewable energy.
sources, such as solar radiation, photovoltaic wind, geothermal, hydro-power, biomass, bio-fuel, wave and tidal power, and ocean thermal gradients. Heat engines and electrical machines are also dealt with. Laboratory work involves small-scale devices to harness renewable energy. Field visits to renewable energy sites forms an essential component of the course.

**PH302 Electrical Communication & Instrumentation**

**Prerequisites:** PH206 or (EE224 and EE212 or EE225 for EE students only).

**Semester 1:** F at L and O at LTK  
**Semester 2:** Not offered

This course aims to provide students with a broad background in electrical communications, with emphasis on the underlying physical principles. Together with PH206 Electromagnetism and Electronics, this course provides the background knowledge and skills necessary in the field of communications.

**PH304 Solid State Physics**

**Prerequisites:** PH204

**Semester 1:** Not offered  
**Semester 2:** F at L and O at LTK and LAB

This course deals with the physics of crystals, metals, semiconductors and magnetic substances. It is an important course for those wishing to specialise later in materials technology. The concepts and foundations of solid state physics are presented and the theoretical background is developed. The application of solid state physics to crystal growth and the manufacturing of semiconducting, magnetic and superconducting materials are considered. The laboratory work includes experiments on electrical, magnetic, optical and thermal properties of solids.

**PH306 Measurement & Control of Physical Systems**

**Prerequisites:** PH206 or CS211

**Semester 1:** Not offered  
**Semester 2:** F at L and O at LTK

This course deals with aspects of the measurement and control of physical systems. While the course focuses mainly on computer-based measurement and control systems, other electronic control systems are also considered. The study of input and output transducers and their interfacing to measurement and control systems forms an important part of the course.

**PH402 Radio Wave Propagation & Applications**

**Prerequisites:** Admission into PGDip or approval of Dean or Nominee

**Semester 1:** F at L  
**Semester 2:** Not offered

The course deals with wave generation from Hertzian dipole, linear antennas, antenna arrays, aperture antennas. Radiation due to accelerated charge (electron), cyclotron, synchrotron and Cerenkov process of radiation. The propagation of waves in the extended media: dielectric and conducting media. The propagation of waves in bounded media such as waveguides and fibre optic will be covered. Dispersion relation of electromagnetic waves propagating in ionosphere, absorption, fading, and Faraday rotation of waves. Principles of digital communication and modems. Introduction to mobile, satellite and fibre optic communications.
PH407  Wind Power: Theory & Applications

**Prerequisites:** Admission into PGDip or approval of Dean or Nominee

**Semester 1:** Not offered  
**Semester 2:** F at L

This course will involve the theoretical and practical aspects of wind power generation, in the context of small-scale wind power technology. From a basic grounding in wind power conversion processes, students will be introduced to advanced knowledge of wind turbine design and performance. Aspects of the course include wind-speed measurement and analysis for power generation, energy storage, economics and safety and environmental issues. A general knowledge of developments in this area at national, regional and international levels will also form a part of the course. Case studies based on an actual wind turbine will be used to enhance knowledge gained in the theoretical part of the course.

PH414  Photovoltaic Power Generation

**Prerequisites:** Admission into PGDip or approval of Dean or Nominee

**Semester 1:** Not offered  
**Semester 2:** F at L

The importance of renewable energy technologies in making electricity accessible to millions of people around the world and in mitigation of global warming cannot be overemphasised. The direct conversion of solar energy into electricity offers attractive prospects for harnessing this major renewable resource. This course introduces the students to the science and technology of photovoltaic devices (solar cells). The design and simulation of RE systems incorporating solar cells will form a major component of the course.

PH416  Biomass & Hydropower

**Prerequisites:** Admission into PGDip or approval of Dean or nominee

**Semester 1:** F at L  
**Semester 2:** Not offered

The aim of this course is to provide an in-depth introduction to the utilisation of two important renewable energy resources: biomass and hydro-energy. The course also aims to provide a broad introduction to the assessment and implementation of renewable energy projects in general, and their relevance to sustainable development. The course considers the processes of conversion of solid biomass through pyrolysis, gasification, fermentation and digestion, and the use of solid biomass in thermal power generation and liquid biofuels in transportation. It then presents an overview of the principles and technology employed in the generation of electricity from hydrological resources. The process of commissioning large energy projects is outlined, and a brief introduction is provided of the significance of renewable energy policies and institutional frameworks.

PH420  Research Project in Physics

**Prerequisites:** Approval from Associate Dean, Research and Graduate Affairs

**Semester 1:** F at L  
**Semester 2:** F at L

This course is designed to allow students to develop their knowledge of scientific research techniques through a supervised research project. The students will formulate and investigate a problem in consultation with a physics staff member. The project would normally involve background study, laboratory/field measurements and data analysis. A final report, viva-voce, and a seminar are the integral components of assessment.
PH421  Electronics, Active Devices

Prerequisites: Admission into PGDip or approval by Dean or nominee

Semester 1: Not offered  Semester 2: Not offered

This course considers electronic circuit design techniques and scientific measurements. It builds upon a basic knowledge of electronics, taking the student through to a reasonable level of design proficiency. Circuit intuition and a systems approach to design are emphasised. Topics covered include circuit design, analogue ICs, A-to-D and D-to-A conversion, interfacing, feedback, transducers and instrumentation.

PH600F  Physics SRP (Full-Time)

PH600P  Physics SRP (Part-Time)

PH700F  Physics Master's Thesis (Full-Time)

PH700P  Physics Master's Thesis - (Part-Time)

PH800F  Physics PhD Thesis (Full-Time)

PH800P  Physics PhD Thesis (Part-Time)

SC356  Research Skills

Prerequisites: Completion of 8 x 200-level courses

Semester 1: B at L  Semester 2: B at L

The first part of the course will provide students with an overview of the research processes. Experimental design, sampling, data collection and analysis will be introduced. Students will be trained on how to search and organise the literature using internal and external databases. Students will be exposed to the ethical issues associated with scientific research. The students will also develop a project outline selecting appropriate research designs and objectives and hypotheses. The second part of the course will focus on a seven-week supervised research project with appropriate reporting from the students.

SC400  Research Methods

Prerequisites: Approval from Associate Dean Research and Graduate Affairs

Semester 1: F at L  Semester 2: Not offered

Research methods is an essential component of study at the postgraduate level. This course introduces the concepts and principles of research and is a core course for all students studying at postgraduate level within the Faculty of Science, Technology and Environment (FSTE). Research Methods is taught by an interdisciplinary team of academic staff drawn from the faculty. The course includes: what it means to be a postgraduate student; the development and application of the scientific method; USP research policy and ethics requirements; Faculty research structure and research application procedures; FSTE research groups; project planning, preparation and use of lab notebooks; using web of knowledge; critical review of research papers; how to write scientific papers, posters and present talks; subject-specific research methods. The course may be offered in second semester.
ST130  Basic Statistics
Prerequisites: Form 6 Mathematics or equivalent

Semester 1: F at L and O at C*  Semester 2: F at L and O at C*

Cannot be credited with ST131 or EC203. This is a service course designed to introduce students to statistics as a methodology for the collection, summarisation and interpretation of data. It is aimed at students from science or social science who are not majoring in Mathematics with Statistics Emphasis. Topics covered include descriptive statistics, measures of location and dispersion, an introduction to probability concepts, the binomial and normal distributions, sampling distributions, parameter estimation and hypothesis testing, simple and multiple linear regression, design and analysis of experiments, elements of sampling. The course includes the use of a statistical software package.

ST131  Introduction to Statistics
Prerequisites: Form 7 mathematics or MAF11 and MAF12

Semester 1: F at L and O at C*  Semester 2: Not offered

Cannot be credited together with ST130. This course emphasises descriptive statistics and basics of probability theory that includes descriptive statistics: collection and organisation of data; measures of positions, central tendency and dispersion; probability: probability measures, independent events, conditional probability, random variables and their mean and variance; binomial and normal distributions, normal approximation to binomial; hypothesis testing; sampling distributions, sampling distribution of means, t-distribution, chi-square distribution; tests of significance for means, proportions, goodness of fit, association of attributes and homogeneity of proportions; correlation and regression.

ST403  Advanced Mathematical Programming
Prerequisites: MA341 or approval of Dean or nominee

Semester 1: Not offered  Semester 2: F at L

This course emphasises various optimisation techniques to solve the problems that could be expressed as mathematical programming problems. Topics covered: linear programming, duality in linear programming, post-optimality (or sensitivity) analysis, integer programming, transportation problem, transhipment problem, and linear fractional programming.

ST408  Operations Research 2
Prerequisites: MA272

Semester 1: Not offered  Semester 2: Not offered

This course teaches the principles and practice of operations research (OR), and its role in human decision making. In particular, the course focuses on mathematical programming techniques such as linear programming (the Simplex Method, concepts of duality and sensitivity analysis) and network optimisation (including transportation problem), nonlinear programming and integer linear programming. This course will also cover queuing theory, dynamic programming and simulation (LINGO software).
ST420 Special Studies in Statistics

Prerequisites: Approval from Associate Dean, Research and Graduate Affairs

Semester 1: Not offered  Semester 2: Not offered

This course provides students with an opportunity to study an area of mathematics not available in the current postgraduate programme. The topic offered will depend on staff availability. Further details are available from the School of Computing, Information and Mathematical Sciences.

UU100 Communications & Information Literacy

Prerequisites: None

Semester 1: B at L and O at C  Semester 2: B at L and O at C

UU100 is one of the four compulsory generic courses being offered by USP and is to be taken in the first year of full-time study and before enrolling in 200- and 300-level courses. The aim of this course is to ensure that all incoming students develop knowledge and competence in the use of computers and information resources. The course covers fundamental concepts of computers and their applications and addresses the broader imperative for students to develop the capacity to effectively locate, access, evaluate and use information effectively.

UU100A Communications and Information Literacy

Prerequisites: None

Semester 1: O at C  Semester 2: O at C

This course is designed to address the broader imperative for students to develop their capacity to locate, access, evaluate and use information efficiently and effectively. These facets are closely aligned with the Research Skills Development (RSD) framework.
PACIFIC TECHNICAL AND FURTHER EDUCATION FOUNDATION STUDIES

COURSE DESCRIPTIONS

<table>
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<tr>
<th>Code</th>
<th>Title</th>
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<tbody>
<tr>
<td>AFF01</td>
<td>Basic Accounting A</td>
</tr>
<tr>
<td>Prerequisites:</td>
<td>60% in Form 6 English and Mathematics essential</td>
</tr>
<tr>
<td>Semester 1:</td>
<td>F at L and P at C</td>
</tr>
<tr>
<td>Semester 2:</td>
<td>Not offered</td>
</tr>
<tr>
<td>The fundamental structure, theories, rules, concepts and principles necessary for a good foundation in accounting and a means of recording and reporting financial events. The course focuses on financial reporting based on the conceptual framework of the IASB. The emphasis is from data collection to report preparation, presentation, analysis and interpretation. This course also introduces you to accounting for partnership and companies.</td>
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</table>

| AFF02 | Basic Accounting B          |
| Prerequisites: | Form 6 or Equivalent Accounting Studies with minimum of 60% passing mark |
| Semester 1: | Not offered |
| Semester 2: | F at L and P at C |
| The skills learnt in AFF01 and the internal control system facilitates the achievement of the accounting entity’s goals. The course focuses on accounting information systems, budgeting, cost accounting and incremental analysis as part of an introduction to management accounting. The emphasis is on using information to help make decisions related to the operations of the business. |

| AFP01 | Preliminary Accounting 1    |
| Prerequisites: | Form 5 Mathematics recommended |
| Semester 1: | P at C |
| Semester 2: | Not offered |
| This course introduces the students to the basic rules, concepts and theories required for a good base in Accounting. The course focuses on the Accounting Cycle and particularly that of a sole trader entity from data collection to financial report preparation, presentation and analysis and interpretation of the financial reports. |

| AFP02 | Preliminary Accounting 2    |
| Prerequisites: | Form 5 Mathematics recommended. |
| Semester 1: | Not offered |
| Semester 2: | P at C |
| This course focuses on the internal controls and Accounting procedures associated with various subsystems in an Accounting system. With the knowledge and skills acquired, a simple Accounting system for a small entity can be designed incorporating the internal controls for receivables, assets, inventory valuation and payroll in building a successful business. |

| AGF01 | Foundation Agriculture     |
| Prerequisites: | A satisfactory standard in Form 6 Agricultural Science |
| Semester 1: | P at C |
| Semester 2: | Not offered |
| AGF01 is designed to provide basic knowledge and skills in agriculture necessary for preparing Form 6 agricultural science students who intend to do further studies in agriculture at a higher education level. |

KEY TO CAMPUS CODES

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BIF02  Foundation Biology A: Evolutionary Patterns

Prerequisites: Form 5 General Science, and Form 6 Biology and English an advantage.

Semester 1: F at L and P at C  Semester 2: Not offered

BIF02 together with BIF03 is designed to provide the student with a broad appreciation of some of the fundamental concepts of biology. It moves from the evolution of early life, through basic genetics as applied to individuals and populations; to the consideration of form and function in a diversity of plants and animals.

BIF03  Foundation Biology B: The Maintenance of Life

Prerequisites: Form 5 General Science, and Form 6 Biology and English an advantage.

Semester 1: Not offered  Semester 2: F at L and P at C

BIF03 together with BIF02 is designed to provide the student with a broad appreciation of some of the fundamental concepts of biology. Some of the basic physiological processes in plants and animals are covered in this course. Special emphasis is placed on the relationship between structure and function. Behaviour and biogeography are introduced together with a discussion of the cultural evolution of man and his impact on the environment.

BIP02  Preliminary Biology A

Prerequisites: Form 5 General Science and Mathematics an advantage.

Semester 1: B at E, L, LTK, LAB, SI & TON and P at C  Semester 2: Not offered

BIP02 is designed to provide the student with a broad appreciation of some of the fundamental concepts of biology. The emphasis of this course is on ecology, cell and molecular biology and Genetics and heredity. It moves from classification of organisms to their adaptations and biological communities. From cell structure and function we discuss the roles of DNA and RNA and sex determination in humans.

BIP03  Preliminary Biology B

Prerequisites: Form 5 General Science and Mathematics an advantage.

Semester 1: Not offered  Semester 2: P at C

BIP03 is designed to provide the student with a broad appreciation of some of the fundamental concepts of biology. The emphasis of this course is on cellular organisation of plants and animals; living processes; classification; functional morphology and diversity of higher organisms including invertebrates and vertebrates. Form and function of a selected mammal (with reference to man) is discussed here as well.

CHF02  Foundation Chemistry A

Prerequisites: Form 6 Chemistry or equivalent.

Semester 1: F at L and P at C  Semester 2: Not offered

CHF02 introduces the fundamental principles of general chemistry and shows how they are applied to a variety of themes and topics. The unit subsequently develops the major concepts in physical and inorganic chemistry that are required for studying higher level chemistry. The major focus of this course is on stoichiometry, measurements and uncertainty, electron configuration and the periodic table, chemical bonding and intermolecular force, trends and properties of selected groups and periods in the periodic table.
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<tr>
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<th>Title</th>
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<tbody>
<tr>
<td>CHF03</td>
<td>Foundation Chemistry B</td>
</tr>
<tr>
<td></td>
<td><strong>Prerequisites</strong>: Form 6 Chemistry or equivalent</td>
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<tr>
<td>Semester 1: Not offered</td>
<td>Semester 2: F at L and P at C</td>
</tr>
<tr>
<td>CHF03 introduces the fundamental principles of general chemistry and shows how they are applied to a variety of themes and topics. The unit subsequently develops the major concepts in physical, inorganic and organic chemistry that are required for studying higher level chemistry. But some important topics are treated in more depth. The major focus of this course is thermochemistry and chemical equilibrium, acids and bases (equilibria in solutions of weak acids and bases) and organic chemistry.</td>
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<tr>
<td>CHP02</td>
<td>Preliminary Chemistry A</td>
</tr>
<tr>
<td></td>
<td><strong>Prerequisites</strong>: Form 5 General Science</td>
</tr>
<tr>
<td>Semester 1: P at C</td>
<td>Semester 2: Not offered</td>
</tr>
<tr>
<td>CHP02 provides simple but detailed concepts of basic chemistry with the major area of focus divided into three main topics, including the introduction to basic ideas; the study of the behaviour of gases; solids, liquids and solutions. These topics are further divided into smaller units to help students grasp each of the relevant concepts step by step. The course is also laboratory oriented and tailored to maximise student success in foundation and degree courses in chemistry.</td>
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<tr>
<td>CHP03</td>
<td>Preliminary Chemistry B</td>
</tr>
<tr>
<td></td>
<td><strong>Prerequisites</strong>: Form 5 General Science, CHP02 an advantage</td>
</tr>
<tr>
<td>Semester 1: Not offered</td>
<td>Semester 2: P at C</td>
</tr>
<tr>
<td>Using the principles studied in Form 5 general science and/or CHP02, this course concentrates on the specific chemical topics of energy and chemical change, reaction kinetics, oxidation and reduction principles and application and a basic introduction to carbon chemistry. The course is also laboratory oriented and tailored to maximise student success in foundation and degree courses in chemistry. Topics covered in this course include energy and chemical change, chemistry of carbon and oxidation and reduction.</td>
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<tr>
<td>CSF12</td>
<td>Foundation Computer Science</td>
</tr>
<tr>
<td></td>
<td><strong>Prerequisites</strong>: A pass in ISF21 or good software and problem solving skills</td>
</tr>
<tr>
<td>Semester 1: Not offered</td>
<td>Semester 2: B at L and O at C*</td>
</tr>
<tr>
<td>Students planning to do a major in Computer Science/Information systems at degree level must do CSF12. It is also recommended for those who wish to do Mathematics, Physics and Engineering. CSF12 enables students to solve problems in a logical way, using simple to medium level if, else selection/control structures, simple to medium level while and for loop repetition structures.</td>
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<tr>
<td>ECF04</td>
<td>Foundation Economics</td>
</tr>
<tr>
<td></td>
<td><strong>Prerequisites</strong>: Form 6 or Year 12 Mathematics</td>
</tr>
<tr>
<td>Semester 1: B at L, SL &amp; E and P at C</td>
<td>Semester 2: B at L, SL &amp; E and P at C</td>
</tr>
<tr>
<td>This course ECF04, introduces students to more in depth discussion of general microeconomics and macroeconomics concepts and principles covered in ECP01. The course is aimed to prepare students for further studies in degree levels in the field of Economics and other related fields. Topics covered include the economic problem, scarcity and opportunity cost, price mechanism and government intervention, market structures, perfect and imperfect markets, bank and</td>
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</tr>
</tbody>
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monetary policy, fiscal policy, economic growth, inflation and unemployment, economic policies, globalisation, exchange rate and free trade.

**ECP01 Preliminary Economics**

**Prerequisites:** Form 5 Mathematics recommended  
**Semester 1:** P at C  
**Semester 2:** P at C

ECP01 is an introductory economics course that enables students with prior or no prior economic knowledge to learn relevant basic micro and macro economics concepts and skills before taking up economics at Foundation level. The course presents 12 units, placing emphasis on developing to understand basic micro and macro economic concepts, draw basic graphical illustrations and perform basic economic calculations.

**GEF01 Pacific Islands Geography 1**

**Prerequisites:** Competence in the English language essential  
**Semester 1:** B at L and P at C  
**Semester 2:** Not offered

GEF01 is primarily focused on physical geography. It covers studies in geography skills, physical geography, biogeography and biodiversity conservation. It also includes special applications of physical geography in the South Pacific Islands. The course includes a practical field exercise that requires students to participate in field work.

**GEF02 Pacific Islands Geography 2**

**Prerequisites:** None  
**Semester 1:** Not offered  
**Semester 2:** B at L and P at C

GEF02 is primarily a human geography course that examines the interrelationships between people and the socio-economic environment. It includes applications to the Pacific Islands. It concludes with the look at how humans have affected the physical environment. The course also includes a practical field exercise or project that requires students to participate in field work. The prime objective of the course is to develop in the students general understanding of the applications of human geography in community development and daily life. A factory and farm visit will supplement students' appreciation of the importance of their study.

**GEP01 Preliminary Geography A: Physical Geography**

**Prerequisites:** Some knowledge of map interpretation and graphs an advantage  
**Semester 1:** P at C  
**Semester 2:** Not offered

GEP01 focuses on maps and skills of mapping. It looks at the natural world and the ways geographers have studied landscapes and the forces responsible for them. In addition, we study climate and weather patterns, vegetation and soil types, water and land formations, and the distribution of earth’s resources.

**GEP02 Preliminary Geography B: Human Geography**

**Prerequisites:** Some knowledge of map interpretation and graphs an advantage  
**Semester 1:** Not offered  
**Semester 2:** P at C

GEP02 focuses on the human environment, its characteristics, distribution patterns, formative processes and interactions with the physical environment. This course does not make students experts in human geography. It only helps give you an overview of the concepts and components in the study of human geography.

**KEY TO SEMESTER AND MODE CODES**

- **F** = Courses offered in the Face to face mode, **P** = Courses offered in the Print mode, **B** = Courses offered in the blended mode, **O** = Courses offered in the online mode, **C** = Courses offered at all campuses, **C** = Courses offered at all campuses except Laucala, **C** = Courses offered at all campuses except Emalus, **C** = Courses offered at all campuses except Laucala & Emalus.
<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>HYF01</td>
<td>Introduction to Pacific History</td>
</tr>
<tr>
<td>Prerequisites: Competence in the English language and essay writing essential</td>
<td></td>
</tr>
<tr>
<td>Semester 1: B at L and P at C</td>
<td>Semester 2: Not offered</td>
</tr>
<tr>
<td>The course is made up of four Modules that cover the periods of Pacific history from origins of Pacific islanders to the colonial era. It is a full research course that builds on research skills at foundation level. It examines the past of Pacific people using these research skills. The analysis emphasises the continuity of historical processes, beginning with traditions and looking at the situation that existed immediately before contact with the Europeans. The course focuses on the islands, their people and examining their past to gain better understanding of the present.</td>
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<table>
<thead>
<tr>
<th>HYP01</th>
<th>The Pacific &amp; World War II</th>
</tr>
</thead>
<tbody>
<tr>
<td>Prerequisites: Competence in the English language and essay writing essential</td>
<td></td>
</tr>
<tr>
<td>Semester 1: P at C</td>
<td>Semester 2: Not offered</td>
</tr>
<tr>
<td>HYP01 introduces students to Pacific history as well as global history. One of the main objectives of this course is to focus on an event that involved nations both in the Pacific and around the world: the Second World War. The course is designed to provide students with an understanding of how the war spread into the Pacific, the involvement of Pacific Islanders and the effects of the war on the people and the islands. The course is also designed to teach students skills necessary for studying history.</td>
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<table>
<thead>
<tr>
<th>ISF21</th>
<th>Foundation Information Systems</th>
</tr>
</thead>
<tbody>
<tr>
<td>Prerequisites: None</td>
<td></td>
</tr>
<tr>
<td>Semester 1: B at L and O at C</td>
<td>Semester 2: B at L and O at C*</td>
</tr>
<tr>
<td>ISF21 is aimed at enriching students with the fundamental concepts of Internet, Web, E-Commerce, Communications and Networks, Information Systems, Database Management Systems, System Analysis and Design, Programming step, planning and languages and Privacy and Security issues. This course will also prepare students with fundamental skills in word processing, spreadsheet calculations, and HTML coding. It will prepare students for higher level Information System courses.</td>
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<table>
<thead>
<tr>
<th>ISP21</th>
<th>Introduction and Communications Technology</th>
</tr>
</thead>
<tbody>
<tr>
<td>Prerequisites: None</td>
<td></td>
</tr>
<tr>
<td>Semester 1: O at C</td>
<td>Semester 2: O at C</td>
</tr>
<tr>
<td>This course will offer students the fundamentals of computer hardware and software functionalities. Students will develop understanding of the difference between input, output and storage devices, and the difference between application and system software. It will also expose students to understanding the fundamentals of e-learning (Moodle and SOLS) at USP and basic level of research using the internet. Students will also begin to explore the basic features of MS Word, Excel, PowerPoint and Publisher.</td>
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<table>
<thead>
<tr>
<th>LLF11</th>
<th>Communication and Study Skills</th>
</tr>
</thead>
<tbody>
<tr>
<td>Prerequisites: Some background in essay writing and familiarity with different levels of English usage</td>
<td></td>
</tr>
<tr>
<td>Semester 1: F at L and P at C</td>
<td>Semester 2: F at L and P at C</td>
</tr>
<tr>
<td>This course will help students increase their proficiency in various study skills and aspects of communication in preparation for studies at post-Foundation level. Topics include note taking,</td>
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</table>

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summary, paragraph structure, essay writing, comprehension, intensive and extensive reading, use of the dictionary, effective use of the library, critical examination of written texts, and oral expression.

**LLF14  Foundation English A**

**Prerequisites:** Form 6 English  
**Semester 1:** F at L and P at C  
**Semester 2:** F at L and P at C  

This course will introduce students to a variety of text types with the intention of improving writing, grammar and language skills, in general. Each unit is designed around a style of writing selected to appeal to readers at Foundation or Form 7 level or Year 13. These include fiction and non-fiction stories, poetry, comic strips, play scripts and movies. Each unit allows students to explore in context those aspects of English language vocabulary, speaking and writing.

**LLF21  Communication & Language**

**Prerequisites:** Ability to read and write essays competently in English  
**Semester 1:** P at C  
**Semester 2:** P at C  

LLF21 gives students an overview of the basic nature of communication and human language. It focuses on the languages of the Pacific and some important issues relating to language and communication within this region. It also aims to enhance student sensitivity to common prejudice and biases concerning language in general and Pacific languages in particular.

**LLF22  Foundation Hindi Studies**

**Prerequisites:** None  
**Semester 1:** F at L  
**Semester 2:** F at L  

LLF22 gives students an overview of the basic nature of communication and is a study and practice of the basic Hindi language emphasizing on all of four essential skills; reading, writing, listening, and speaking through topics or situations that must be used in daily life, including a study of language devices: vocabulary, grammar, and pronunciation that encourage students to communicate in Hindi accurately and effectively. It is primarily aimed at students preparing to enter the degree programme.

**LLF23  Foundation Fijian Studies**

**Prerequisites:** None  
**Semester 1:** F at L  
**Semester 2:** F at L  

LLF23 introduces students to aspects of the scientific study of Fijian linguistics in its foundation stage. Topics include issues in spoken and written dialects and Standard Fijian, the structure of Fijian, its use in different contexts and the relationships among languages in Fiji as well as in the Pacific.

**LLP13  Pre-Tertiary English**

**Prerequisites:** Form 4 English  
**Semester 1:** P at C  
**Semester 2:** P at C  

The aim of this course is to increase confidence, accuracy and fluency in the use of spoken and written English. Examinations will be designed to test both course content and proficiency in written and spoken English. This course offers programmed instruction in English comprehension and expression at the equivalent of Form 6. The course leads directly into Foundation English courses.
<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
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<tbody>
<tr>
<td>LLP14</td>
<td>Preliminary English A</td>
</tr>
<tr>
<td><strong>Prerequisites:</strong></td>
<td>Form 4 English</td>
</tr>
<tr>
<td><strong>Semester 1:</strong></td>
<td>P at C</td>
</tr>
<tr>
<td><strong>Semester 2:</strong></td>
<td>P at C</td>
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</tbody>
</table>

This preliminary English course will adequately introduce the form, function and use of English grammar. These will be taught in conjunction with the four academic skills: speaking, listening, comprehension and writing at a lower intermediate level. This is particularly in the areas of parts of speech and word combinations for basic sentence structures. The expected learning outcomes are independent study skills, basic knowledge of English parts of speech, using English confidently in an academic context, and basic skills in sentence construction. These will be taught in a thematic context.

<table>
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<tr>
<th>Code</th>
<th>Title</th>
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<tbody>
<tr>
<td>MAF11</td>
<td>Foundation Mathematics A</td>
</tr>
<tr>
<td><strong>Prerequisites:</strong></td>
<td>A pass in Form 6 or Year 12 Mathematics or MAP12 and MAP13.</td>
</tr>
<tr>
<td><strong>Semester 1:</strong></td>
<td>F at L and P at C</td>
</tr>
<tr>
<td><strong>Semester 2:</strong></td>
<td>Not offered</td>
</tr>
</tbody>
</table>

The course is designed for students who want to study all sciences, engineering, accounting or economics. It focuses on the concepts of Algebra, Functions and Graphs, Trigonometry and Complex numbers. MAF11 and MAF12 prepare students for study of mathematics at degree 1 level.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
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<tbody>
<tr>
<td>MAF12</td>
<td>Foundation Mathematics B</td>
</tr>
<tr>
<td><strong>Prerequisites:</strong></td>
<td>A pass in Form 6 or Year 12 level Mathematics or MAP12 and MAP13</td>
</tr>
<tr>
<td><strong>Semester 1:</strong></td>
<td>Not offered</td>
</tr>
<tr>
<td><strong>Semester 2:</strong></td>
<td>F at L and P at C</td>
</tr>
</tbody>
</table>

MAF12 is required for students who want to study all sciences, engineering, accounting or economics. MAF12 and MAF11 prepare students for study of mathematics at degree 1 level.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
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<tbody>
<tr>
<td>MAF21</td>
<td>Basic Mathematics for Foundation Social Science</td>
</tr>
<tr>
<td><strong>Prerequisites:</strong></td>
<td>Attempted Form 6 Mathematics</td>
</tr>
<tr>
<td><strong>Semester 1:</strong></td>
<td>F at L and P at C</td>
</tr>
<tr>
<td><strong>Semester 2:</strong></td>
<td>P at C</td>
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</tbody>
</table>

MAF21 is designed for students who do not want to do a mathematics major. It does not meet the mathematics requirement for degree studies that require mathematics background. It is designed for those who intend to study in the social sciences other than Accounting and Economics.

<table>
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<tr>
<th>Code</th>
<th>Title</th>
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<tbody>
<tr>
<td>MAP11</td>
<td>Preliminary Mathematics for Social Science</td>
</tr>
<tr>
<td><strong>Prerequisites:</strong></td>
<td>None</td>
</tr>
<tr>
<td><strong>Semester 1:</strong></td>
<td>P at C</td>
</tr>
<tr>
<td><strong>Semester 2:</strong></td>
<td>P at C</td>
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</tbody>
</table>

MAP11 assumes that students have some basic knowledge of arithmetic and operations with whole numbers. It is designed for Social Science disciplines except for Accounting and Economics.

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
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<tbody>
<tr>
<td>MAP12</td>
<td>Preliminary Mathematics A</td>
</tr>
<tr>
<td><strong>Prerequisites:</strong></td>
<td>MAP11 or recent study of Form 5 Mathematics</td>
</tr>
<tr>
<td><strong>Semester 1:</strong></td>
<td>P at C</td>
</tr>
<tr>
<td><strong>Semester 2:</strong></td>
<td>P at C</td>
</tr>
</tbody>
</table>

MAP12 in conjunction with MAP13 is designed to help students understand and apply mathematical principles in different areas and to provide a foundation for further study in these areas. This course is meant for students who want to study all sciences, engineering, accounting or economics.

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### MAP13  Preliminary Mathematics B

**Prerequisites:** MAP12 or recent study of Form 5 Mathematics

**Semester 1:** P at C  
**Semester 2:** P at C

MAP13 in conjunction with MAP12 is designed to help students understand and apply mathematical principles in different areas and to provide a foundation for further study in these areas. This course is meant for students who want to study all sciences, engineering, accounting or economics.

### OSF01  Introduction to Official Statistics

**Prerequisites:** Completion of Form 6 or Year 12 Mathematics and Economics

**Semester 1:** P at C  
**Semester 2:** P at C

OSF01 is an introductory course in Official Statistics (OS) at Foundation level. Successful completion of prelim or sixth form economics and mathematics is required for entry to the course. This course aims to prepare students for further studies at degree level in the field of Economics, Official statistics, Population studies and other related fields. Topics include statistics and statistical systems, data collection, compilation of economics and social statistics and information dissemination.

### PHF02  Foundation Physics A

**Prerequisites:** A good pass in PHP02 or equivalent. 

**Semester 1:** F at L and P at C  
**Semester 2:** Not offered

PHF02 is designed to establish the physical concepts necessary to study science at the degree level. The course builds on the preliminary work completed in PHP02 or equivalent (form six physics). The major focus of this course is mechanics and thermal physics, preparing students for further studies in physics, engineering and other sciences where physical phenomena play a role. Laboratory work involves experiments that reinforce the lecture material.

### PHF03  Foundation Physics B

**Prerequisites:** A good pass in PHP03 or equivalent. 

**Semester 1:** Not offered  
**Semester 2:** F at L and P at C

PHF03 is designed to establish the physical concepts necessary to study science at the degree level. Scientific method and principles are emphasised. The major focus of PHF03 light and optics, vibrations and waves, electricity and magnetism and modern physics. The course builds on the preliminary work completed in PHP03 or equivalent (form six physics). Laboratory work involves experiments that reinforce lecture material.

### PHP02  Preliminary Physics A

**Prerequisites:** Form 5 General Science and Mathematics

**Semester 1:** P at C  
**Semester 2:** Not offered

PHP02 is designed to teach the basic concepts of physics, develop an understanding of experimental procedures, and prepare students for physics courses and to develop laboratory skills.
PHP03  Preliminary Physics B

Prerequisites: Form 5 General Science and Mathematics or attempted PHP02

Semester 1: Not offered  Semester 2: P at C

PHP03 is designed to teach the basic concepts of physics, develop an understanding of experimental procedures, and prepare students for physics courses and to develop laboratory skills.

PLF01  Issues in Pacific Politics

Prerequisites: Competence in the English language and essay writing essential

Semester 1: Not offered  Semester 2: F at L and P at C

PLF01 introduces students to the politics of the Pacific region and focuses on issues important to contemporary Pacific politics. Students will be introduced to a number of important concepts such as imperialism, sovereignty, neo-colonialism, globalisation and regionalism. The course is particularly concerned with the interaction between outside powers, regional bodies and island states in the Pacific.

PLP01  Preliminary Politics: New Forces in the Pacific

Prerequisites: Competence in the English language and essay writing essential

Semester 1: Not offered  Semester 2: P at C

PLP01 introduces students to Pacific politics. It focuses on traditional leadership systems, the forces that impacted upon these systems such as imperialism and colonialism, the Pacific war, achievement of independence, the adoption of new government systems and regional cooperation. It examines a number of Pacific Island countries as case studies of the different paths taken to independence, the different Westminster-based systems that are in place and addresses the involvement of women in government.

SOF01  The Study of Society & Culture

Prerequisites: Competence in English, particularly in essay writing, an advantage

Semester 1: O at L and P at C  Semester 2: Not offered

SOF01 is a beginner’s course in Sociology, one of the liberal arts that prepares students for a lifetime of change. This course will help students to develop their appreciation for diversity, learning, writing skills, knowledge base about human behaviour, social organisation and culture. Socialisation, Crime and Deviance, and Religion are some of the topics that students will begin to examine in this course.

SOF02  Foundation Sociology

Prerequisites: Competence in English, particularly in essay writing an advantage

Semester 1: Not offered  Semester 2: B at L and P at C

SOF02 introduces students to basic concepts of sociology: society, groups, microsociology, social issues like bullying and others. The eight selected topics examine major theories and theorists, basic research tools, urban inequalities, health and illness, aging, sports and the process of social change. Apart from interactive learning based on tutorial exercises and assignments, students explore new ways of learning through hands on activities on Mahara. This course is only offered in semester 2 every year.
SOP01  Preliminary Cultural Anthropology in the Pacific

**Prerequisites:** None

**Semester 1:** P at C  **Semester 2:** P at C

SOP01 is designed as an introduction to anthropology that will equip students to pursue areas in specialised fields in sociology or anthropology and other social sciences. Oceania with its cultural diversity will be too broad to study, as a whole; however, selected groups can help students understand their unique experiences and struggles. Through examination of events and experiences of selected societies, students will be reminded of the interconnectedness of Pacific societies and global events contributing to the alterations of peoples’ lives and cultural practices.

TEF02  Introduction to Technology A

**Prerequisites:** TEP02 or Form 6 Technology pass

**Semester 1:** F at L and P at C  **Semester 2:** Not offered

TEF02 provides the necessary background for a good understanding of basic engineering drawing. The prescribed exercises in engineering drawing will enable the students to develop the skills required for the production and interpretation of engineering drawings. Topics include tangency and ellipse, conic sections, loci, descriptive geometry, vectors, truss analysis, pictorial views, survey, architectural, and orthogonal drawing. Emphasis is placed on developing students’ ability to recognise, apply and manipulate the principles of descriptive geometry and mechanics to solve engineering problems.

TEF03  Introduction to Technology B

**Prerequisites:** Form 6 Mathematics and Physics

**Semester 1:** Not offered  **Semester 2:** F at L and P at C

The two components of this course are Materials science and Engineering mechanics. Materials science includes the study of structure, properties, inspection and testing, manufacturing processes and the utilisation of common engineering materials such as ferrous and non-ferrous metals and their alloys, plastics, wood, concrete and composite materials. Engineering mechanics covers the fundamental concepts of statics as a foundation for applied mechanics. Topics include basic trigonometry, force systems and moments.

TEP02  Preliminary Technology

**Prerequisites:** None

**Semester 1:** P at C  **Semester 2:** P at C

TEP02 is designed to provide basic engineering drawing skills to those with limited or no engineering drawing skills. Topics in this course include: basic engineering drawing skills, important constructions, tangency, helix, oblique drawing, isometric drawing, orthographic drawing, interpenetration and engineering drawing applications. Emphasis will be placed on the development of the students’ capability to recognise, apply and manipulate the principles of descriptive geometry to solve engineering problems.
<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Prerequisites: None</th>
<th>Semester 1: B at C</th>
<th>Semester 2: B at C</th>
</tr>
</thead>
<tbody>
<tr>
<td>CEA41</td>
<td>Financial Reports for Non-Reporting Entities</td>
<td>This course describes the functions involved in preparation and processing of routine financial documents, preparing journals entries, posting journals to ledgers, preparing, banking and reconciling financial receipts, and extracting a trial balance and interim reports. The course also describes the performance outcomes, skills and knowledge required to record general journal adjustment entries and to prepare end of period financial reports for non-reporting entities.</td>
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</tr>
<tr>
<td>CEA42</td>
<td>Business Documents</td>
<td>This course describes the performance outcomes, skills and knowledge required to design and produce various business documents and publications and make decisions in legal context. The course also identifies industry professional approaches to procedures, guidelines, policies and standards, including ethical requirements and how to meet these expectations in all aspects of work.</td>
<td></td>
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</tr>
<tr>
<td>CEA43</td>
<td>Computerised Accounting System</td>
<td>This course describes the performance outcomes, skills and knowledge required to modify and operate an integrated computerised accounting system. The course also incorporates the process of business taxation requirements related to Business Activity Statements [BAS] and Instalment Activity Statements [IAS] including the completion of Activity Statements.</td>
<td></td>
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</tr>
<tr>
<td>CEA44</td>
<td>Cost Management Technique</td>
<td>This course describes the performance outcomes, skills and knowledge required to prepare and document operational budgets for business. The course also includes how to prepare forecasts and projections of the organisation and how to produce a project budget to monitor project expenditure and to contribute to cost finalisation processes.</td>
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</tbody>
</table>
### CEA45  Accounting for Inventory & Payment

**Prerequisites:** None  
**Semester 1:** Not offered  
**Semester 2:** B at C

This course describes the performance outcomes, skills and knowledge required to comply with organisational inventory procedures, reconcile inventory records to general ledgers, record inventory flows, prepare schedules and produce ad hoc reports. The course also comprises of the payroll process and the verification and authorisation of payments.

### CEA51  Financial Reporting for Corporate Entities

**Prerequisites:** Any four from CEA41, CEA42, CEA43, CEA44, CEA45, CEO44  
**Semester 1:** B at C  
**Semester 2:** B at C

This course describes the performance outcomes, skills and knowledge required to identify statutory reporting requirements for preparing financial reports. The course also includes how corporate entities prepare financial reports to meet statutory reporting requirements.

### CEA52  Manage Budget & Forecasts

**Prerequisites:** Any four from CEA41, CEA42, CEA43, CEA44, CEA45, CEO44  
**Semester 1:** B at C  
**Semester 2:** Not offered

This course describes the performance outcomes, skills and knowledge required to prepare, document and manage budgets and forecasts, and encompasses forecasting estimates and monitoring budgeted outcomes in line with the financial objectives of the work team and the organisation.

### CEA53  Tax Returns

**Prerequisites:** CEA41, CEA42, CEA43, CEA44, CEA45, CEO44  
**Semester 1:** B at C  
**Semester 2:** Not offered

The course describes the performance outcomes, skills and knowledge required to maintain taxation accounting records and process lodgements and returns in accordance with FRCA requirements, excluding income tax. The course also includes how to identify taxation requirements for complex lodgements and returns, gather, analyse and process taxation related data to prepare taxation returns and lodgements, and review compliance.

### CEA54  Introduction to Internal Control

**Prerequisites:** CEA41, CEA42, CEA43, CEA44, CEA45, CEO44  
**Semester 1:** B at C  
**Semester 2:** B at C

This course describes the performance outcomes, skills and knowledge required to analyse corporate governance standards and the implementation of processes and procedures to meet corporate governance obligations. The course also includes the process of implementing effective internal controls procedures.
### CEA55  Financial & Business Performance Information

**Prerequisites:** CEA41, CEA42, CEA43, CEA44, CEA45, CEO44, CEA53

**Semester 1:** B at C  
**Semester 2:** B at C

This course describes the performance outcomes, skills and knowledge required to analyse and report on a broad range of financial and business performance information for advisory purposes. The course also includes how to evaluate an organisation’s financial position and performance.

### CEA56  Management Accounting Information

**Prerequisites:** CEA41, CEA42, CEA43, CEA44, CEA45, CEO44

**Semester 1:** B at C  
**Semester 2:** B at C

This course describes the performance outcomes, skills and knowledge required to gather, record and analyse operating costs and data, prepare cost reports and budgets, and calculate the cost of products, services and other organisational activities.

### CEA57  Accounting Workplace Practicum

**Prerequisites:** CEA41, CEA42, CEA43, CEA44, CEA45, CEO44, and any five (5) level 5 courses from CEA51, CEA 52, CEA53, CEA54, CEA55, CEA56 or approval of Head of College

**Semester 1:** B at C  
**Semester 2:** B at C

Students will have to undergo six months' work place assessed practicum to complete the mandatory 400 hours direct service work with clients appropriate to their programme of study. The programme coordinator and workplace supervisor will assess demonstrated employability skills developed from the programme.

### CEB61  Business Ethics & Leadership

**Prerequisites:** None

**Semester 1:** B at C  
**Semester 2:** Not offered

The issue of ethics (especially in business) gained prominence in the 1980s and 1990s largely in the wake of "deregulation" initiatives pursued by governments worldwide. This arose at a time when shortcomings were increasingly becoming obvious in the market as a regulator of organisational conduct. Focus thus moved to managers/leaders as a key focus of control in decision making. The range and quantity of business ethical issues reflects the interaction of profit-maximising behaviour with non-economic concerns. What exactly makes a decision ethical? The problem with ethics is that what may seem morally right (or ethical) to one person may seem appalling to another. This course will firstly, centralise the role of the leader/manager in decision-making. It then helps define ethical frameworks to make solving ethical dilemmas easier. A number of selected case studies are used to explore the challenges and dilemmas involved in leading an organisation in an ethical manner.

### CEB62  Strategic Planning & Risk Management

**Prerequisites:** None

**Semester 1:** B at C  
**Semester 2:** Not offered

Planning is one of the most critical means of fostering the success of an institution and the achievement of its strategic goals. Strategic planning has been defined as "the process of..."
developing and maintaining a strategic fit between the organisation and its changing marketing opportunities” (Kotler and Murphy 1981, p. 471) This definition suggests environmental and resource analyses that allow goals to be set, followed by strategy formulation and systems improvements that lead to better performance at the strategic, tactical and operational levels. There are many external and internal risk factors that, if not carefully managed, can impede the successful accomplishment of an institution’s strategic goals, including changing demographics, developments in the general economy, shifting priorities in government policies, natural disasters, and poor planning and management. Further, failure to strategically manage an institution’s risk can actually compromise its continued financial viability. This course thus focuses on strategic planning and risk management.

CEB63  Total Quality & Change Management

Prerequisites: None

Semester 1: Not offered  Semester 2: B at C

In light of globalisation and emerging competitive scenarios, it is the quality factor that has emerged in the forefront of companies/organisations’ agenda to enhance their competitiveness and public/ market presence. Every public/private sector organisation needs to prepare a roadmap for a journey towards quality- a journey that is continuous and never ending. At the core of total quality management (TQM) lie three basic ideas: (1) striving for quality improvements, (2) a continuous effort based on scientific principles, and (3) maximum possible participation of customers, employees, suppliers, etc. Quality management thus involves all of the challenges of change management - a new organisational culture. This course is all about Total Quality Management and how to implement it in order to gain total organisation support. It explores contextualised proposals to bring about worker support, commitment and involvement in the change process. It discusses the strategic aspects/considerations in formulating and implementing a quality programme; it describes tools and techniques of TQM; and it highlights the organisational and leadership aspects in TQM.

CEB64  Business Communication

Prerequisites: None

Semester 1: Not offered  Semester 2: B at C

Business communication spans key organisational functions including marketing, brand management, customer relations, consumer behaviour, advertising, public relations, corporate communication, community engagement, reputation management, interpersonal communication, employee engagement and event management. This course focuses briefly on each of these areas, but the bulk of the work context reflects current correct word usage and up-to-date formats: writing letters of analysis, analysis, recommendation, persuasion, action or refusal. You can also become more skilled at writing business cases, proposals, and reports, and learn a bit more about e-mail etiquette.

CEB65  People Management

Prerequisites: None

Semester 1: B at C  Semester 2: Not offered

In today’s fast-moving world, managers and supervisors are expected to deal with a number of human resource issues. They may be asked to take part in human resource planning, recruitment, development of job descriptions, sit on interviews, conduct performance evaluations, or take
responsibility for discipline. In addition to this, people management also involves dealing with conflict, which is very much a part of organisational life. Thus this course also covers conflict management. What is critical for resolving conflict is developing an understanding of, and trust in, shared goals. It requires openness, discipline, and creativity. There are no magical phrases or simple procedures for managing conflict. However, there are several strategies for coping with conflict. Knowing when and how to use these techniques can make you more effective leader. This course thus takes you through a range of key people management challenges in the contemporary work environment.

CEB66  Managing Projects

Prerequisites: None
Semester 1: B at C  Semester 2: Not offered

Project management is no longer a matter just for construction and military logistics. In today's globalised world, in addition to the regular duties of your job, you are often expected to take on extra assignments and to get that additional set of tasks done well, done under budget, and done on time. This course is not intended to take participants from a supervisory or administrative position to that of a project manager. However, it will familiarise participants with the most common terms, the most current thinking, and the most current challenges involved in managing projects.

CEB67  Marketing & Sales Management

Prerequisites: None
Semester 1: Not offered  Semester 2: B at C

Marketing management is a business discipline which is focused on the practical application of marketing techniques and the management of a firm’s marketing resources and activities. To create an effective, cost-efficient marketing management strategy, firms must possess a detailed, objective understanding of their own business and the market in which they operate in. At the tactical and operational levels the focus is on how to position the organisation and its products in order to maintain or improve sales. Sales management, on the other hand, focuses on the practical application of sales techniques and the management of a firm’s sales operations. This course thus provides participants with a general as well as focused understanding of the intricacies and challenges of developing/sourcing and positioning of a product/service in order to get the best results from the initiative.

CEB68  Financial Management

Prerequisites: None
Semester 1: Not offered  Semester 2: B at C

The focus in this course is on understanding and interpreting accounting facts and figures as drafted by accountants and using this knowledge base in the participants’ respective functional areas in order to improve managerial decision making. Managers from different functional areas would initially be exposed to financial and cost accounting concepts and practices so that they can understand and interpret the accounting facts and figures, as well as the periodic management accounts and financial reports. Tools and techniques of financial and cost analysis with hands-on exercises will also be part of this course. Managers will be exposed to financial management techniques for effective decision-making in the various functional areas of management.
CECD31  Basic Concepts of Community Development

Prerequisites: None

Semester 1: B at C  Semester 2: B at C

This course introduces students to the basic elements of community development and the range of features that make up the community. It enables them to look at social, economic, political and governance, traditional and environmental factors (including resources) that characterise communities and play a role in their development as well as look at cross cutting issues facing communities (such as gender and climate change) that also affect their development.

CECD32  Community Development Process

Prerequisites: None

Semester 1: B at C  Semester 2: B at C

In this course, the focus is on the various essential processes and skills to enable and facilitate effective community development. These processes and skills enable communities and those working in communities to determine the kind of development they want for their community and how to go about it. It reviews some of the issues raised in the first course, especially development challenges. Development skills such as planning, scoping, decision making, leadership, governance and conflict mediation in community development are introduced to address some of these development challenges. Other important areas covered include advocacy and mobilising resources for the community.

CECD33  Community Project Development

Prerequisites: None

Semester 1: B at C  Semester 2: B at C

This course introduces learners to the different elements that make up a project and different phases of developing a project. Students will be able to demonstrate their ability to understand how these elements in a project relate and work together for a community development initiative. In addition, they will demonstrate their understanding of the project development processes particularly the planning phase and the development of the project to meet donor funding requirements.

CECC41  Pacific Rim Cuisine

Prerequisites: CETH31, CETH32, CETH33, CETH34, CETH35

Semester 1: F at L  Semester 2: F at L

This course promotes the skills and knowledge required to prepare and cook meat, poultry, seafood and vegetable dishes of Pacific and Asian cuisines. The training will incorporate Pacific ingredients and cooking techniques to produce menu items of international standard for the hotel and restaurant sectors.

CECC42  International Cuisine

Prerequisites: CETH31, CETH32, CETH33, CETH34, CETH35

Semester 1: F at L  Semester 2: F at L

This course focuses on classic menu items such as gateaux, terrines, pates and tortes to be produced to new menu standards and match the discerning modern day customer and competitive
market. Together with CECC 41, this course will draw from the participants’ industry experience and promote the fusion of Pacific flavours and the application of unique Pacific techniques in the preparation and presentation of menu items benchmarked to industry/international standard.

**CECC43  Kitchen Menus & Budgets**

**Prerequisites:** CETH31, CETH32, CETH33, CETH34, CETH35  
**Semester 1:** F at L  
**Semester 2:** F at L

This course addresses key business processes in the commercial kitchen such as basic information research, events planning, monitoring work teams, team leadership, assessing the safety of the work environment, planning budgets and the preparation of reports.

**CECC44  Kitchen Teams & Leadership**

**Prerequisites:** CETH31, CETH32, CETH33, CETH34, CETH35  
**Semester 1:** F at L  
**Semester 2:** F at L

This course looks at kitchen team and leadership techniques for the professional chef working in a diverse and multicultural food business environment. The training promotes operational productivity, addressing conflict, leadership and environmental sustainability. Here are a range of business challenges for the 21st century chef who must adapt, innovate and manage these everyday issues that impact on food quality and productivity in the fast-paced work environment of the Pacific commercial kitchen.

**CEE31  Child Development & Care**

**Prerequisites:** None  
**Semester 1:** B at C  
**Semester 2:** B at C

This course describes the skills and knowledge required by educators working with babies and toddlers to ensure that the children’s physical and emotional wellbeing is maintained and their self-sufficiency is nurtured. It recognises and supports the interrelationship between the physical, social, emotional, cognitive and communication development of children from birth to six (6) years of age and ensures that children are healthy and safe. It promotes healthy eating with nutritious food and drinks prepared in a safe and hygienic manner.

**CEE32  Curriculum Studies**

**Prerequisites:** None  
**Semester 1:** B at C  
**Semester 2:** B at C

This course describes the skills and knowledge required to enable educators to provide children with opportunities to maximise their potential and develop a foundation for future success. It supports children’s play and learning. It requires students to gather information about children through observation and other sources as a basis to inform program-planning cycles and share with children and their respective families.

**CEE33  Early Childhood Professional Practice**

**Prerequisites:** None  
**Semester 1:** B at C  
**Semester 2:** B at C

This course describes the skills and knowledge required to support and protect children and young people who are at risk of harm. This work occurs within legislative and policy frameworks...
and carries a duty of care and responsibility. It also ensures that students can develop and maintain effective relationships and promote positive behaviour. Students will participate in all aspects of workplace health and safety and provide a first aid response to infants, children and adults.

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<tr>
<th>Code</th>
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<tbody>
<tr>
<td>CEE34</td>
<td>Growing Up in a Pacific Family &amp; Community</td>
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<td>Prerequisites: None</td>
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<td>Semester 1: B at C</td>
<td>Semester 2: B at C</td>
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</table>

This course deals specifically with cross-cultural awareness and issues involving working with Pacific families, organisations and communities. It requires students to be an effective and proactive member of an innovative team that communicates and cooperates with persons of diverse cultures. The course prepares students to analyse the workplace in relation to environmentally sustainable work practices and to implement improvements and monitor their effectiveness.

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<tbody>
<tr>
<td>CEE35</td>
<td>Early Childhood Education &amp; Care Workplace Attachment</td>
</tr>
<tr>
<td>Prerequisites: CEE31, CEE32, CEE33, CEE34</td>
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<td>Semester 1: B at C</td>
<td>Semester 2: B at C</td>
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This is a structured course with set tasks for each week of attachment. Students must seek consent and secure a workplace as venue for the attachment before the professional practice. Students are expected to complete a maximum of fourteen (14) weeks in a child care centre and a preschool within the local community.

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<th>Code</th>
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<tr>
<td>CEE41</td>
<td>Child Development &amp; Care for Special Needs</td>
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<td>Prerequisites: None</td>
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<td>Semester 1: B at C</td>
<td>Semester 2: B at C</td>
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</table>

This course describes child development from zero (0) to eight (8) years. It will address factors such as disabilities that influence development and offer suggestions that enhance development in diverse environments within communities. Students will be encouraged to monitor growth through detailed observation that leads to planning developmentally appropriate programmes that support holistic development.

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<tr>
<td>CEE42</td>
<td>Children &amp; Childhood</td>
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<td>Prerequisites: None</td>
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<tr>
<td>Semester 1: B at C</td>
<td>Semester 2: Not offered</td>
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</table>

This course introduces students to perspectives and theories of children and childhood. Understanding their personal perspectives, and the differing and changing perspectives across historical periods and cultures, and how these are influenced by political and economic contexts, is important to understanding current early childhood education and care (ECEC) practices. The course employs strategies to promote critical self-reflection and the examination of theoretical perspectives, and how both influence policies and practices in ECEC settings.

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<th>Code</th>
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<tr>
<td>CEE43</td>
<td>Understanding &amp; Supporting Young Children’s Behaviour</td>
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<td>Prerequisites: None</td>
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<tr>
<td>Semester 1: B at C</td>
<td>Semester 2: Not offered</td>
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</table>

The course explores behavioural theories that are related to traditional and modern perspectives. It addresses issues on challenging behaviour theories and prepares students on skills and...
responses that support positive behaviour and safeguard young children’s development. Students will be expected to identify behaviour that is common to that can be introduced to families in diverse communities.

**CEE44  Young Children’s Health & Wellbeing**

**Prerequisites:** None

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This course is designed to engage students on practices related to young children’s health, wellbeing and safety. Caring and monitoring young children’s hygiene, immunisation, nutrition, oral health and sleeping patterns will be explored widely. Students will be expected to create a well-child chart, a first aid kit and demonstrate indoor and outdoor safety practices that are child friendly.

**CEE45  Practices & Skills of a Child Care Professional**

**Prerequisites:** None

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<th>Semester 1:</th>
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<tr>
<td>Not offered</td>
<td>B at C</td>
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This course prepares students to be a professional child care giver as well as being a professional preschool teacher. It addresses the international framework and legal documents that guide practices in both professions. It examines the management and administration aspects of care and learning centres as well as enhancing students’ programme planning skills that are compulsory practice requirements. Students will explore the diverse settings on care and learning from a non-formal environment to a formal environment. As professionals, students are expected to demonstrate and adhere to ethical attitudes when encountering challenging experiences in such settings.

**CEE46  Workplace Attachment**

**Prerequisites:** CEE41, CEE42, CEE43, CEE44, CEE45

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<th>Semester 1:</th>
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This is structured course with set tasks for each week of practicum. Students must seek consent and secure a practicum venue before the professional practice. They are expected to complete a maximum of fourteen (14) weeks of practicum in a child centre and pre-school within their community.

**CEFC41  Introduction to Fisheries, Governance & Legal Frameworks**

**Prerequisites:** None

**Note:** Offered F at C on cohort basis

This course describes the performance criteria, learning outcomes, skills and knowledge required to follow appropriate social principles and practice good governance procedures when undertaking MCS activities. It also requires an MCS Officer to apply knowledge of legal frameworks, the Western and Central Pacific Ocean fisheries and MCS concepts to work effectively.

**CEFC42  Introduction to Fisheries Management**

**Prerequisites:** None

**Note:** Offered F at C on cohort basis

This course describes the performance criteria, learning outcomes, skills and knowledge required to apply Monitoring, Control and Surveillance (MCS) fisheries management concepts and
Western and Central Pacific Ocean (WCPO) fishery knowledge into day to day MCS activities. This includes demonstrating knowledge of offshore and near shore fisheries, common fishing methods, main commercial fishing methods, main pelagic oceanic fish caught, major fleets operating in the WCPO, the challenges, benefits and interests relating to fisheries sustainability and domestication plus fisheries management principles.

**CEFC43  Operational Planning & Enforcement Processes**

**Prerequisites:** None  
**Note:** Offered F at C on cohort basis

This course describes the performance criteria, learning outcomes, skills and knowledge required for a Monitoring, Control and Surveillance (MCS) Officer to contribute to effective operational planning and coordination, including use of operational orders and the effective use of national and regional surveillance assets. Inherent in operational planning and coordination are the importance and advantages of regional cooperation in MCS processes and activities. This includes contributing to effective MCS activities such as participating in inspection activities, conducting interviews and interventions, producing written statements, documenting an investigation and participating in prosecution processes.

**CEFC44  MCS Role & Monitoring Tools**

**Prerequisites:** None  
**Note:** Offered F at C on cohort basis

This course describes the performance criteria, learning outcomes, skills and knowledge required of MCS Officers for the application of Occupational Health and Safety (OHS) requirements relating to personal and workplace safety. The course provides introduction to MCS concepts, the ability to explain the role of MCS in fisheries management, understanding general fisheries compliance theory and applying risk management to integrated fisheries management. In addition, it also incorporates MCS tools, licensing, access mechanisms, referencing IUU lists, participation in port state measures, knowledge of the operational role of fisheries observers and the use of data systems that support MCS processes and activities.

**CEH41  Human Resource Functions**

**Prerequisites:** None  
**Semester 1:** B at C  
**Semester 2:** B at C

The course describes the performance outcomes, skills and knowledge required to execute tasks associated with the recruitment cycle. This is a foundation course for any person wishing to pursue competency in human resources and provides a sound basis for working across various human resources functional areas. Further, this course describes the performance outcomes, skills and knowledge required to conduct individual and group instruction and demonstrate work skills, using existing learning resources in a safe and comfortable learning environment.

**CEH42  Basics of Industrial Relations**

**Prerequisites:** None  
**Semester 1:** B at C  
**Semester 2:** B at C

The course describes the performance outcomes, skills and knowledge required to work with employee an industrial relations policies and procedures.
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<th>Code</th>
<th>Title</th>
<th>Prerequisites</th>
<th>Semester 1</th>
<th>Semester 2</th>
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<tbody>
<tr>
<td>CEH43</td>
<td>Support Performance Management Process</td>
<td>None</td>
<td>B at C</td>
<td>Not offered</td>
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<td></td>
<td>This course describes the performance outcomes, skills and knowledge required to assist in the effective implementation of performance management system and to facilitate employee performance.</td>
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<tr>
<td>CEH44</td>
<td>Health &amp; Safety Requirements</td>
<td>None</td>
<td>B at C</td>
<td>Not offered</td>
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<td>The course describes the performance outcomes, skills and knowledge required to implement and monitor the organisation’s work health and safety (WHS) policies, procedures, and programmes in the relevant work area in order to meet legislative requirements.</td>
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<tr>
<td>CEH45</td>
<td>Institutional Research on Human Resource</td>
<td>None</td>
<td>Not offered</td>
<td>B at C</td>
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<td>This course describes the performance outcomes, skills and knowledge required to gather, organise and present workplace information using available systems.</td>
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<tr>
<td>CEH46</td>
<td>Team Building</td>
<td>None</td>
<td>Not offered</td>
<td>B at C</td>
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<td>The course describes the performance outcomes, skills and knowledge required to collect, analyse and communicate information to develop and maintain effective working relationships and networks, with particular emphasis on the individual’s role within the team and for the organisation</td>
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<tr>
<td>CEH51</td>
<td>Human Resource Services</td>
<td>Any four from CEH41, CEH42, CEH43, CEH44, CEH45 &amp; CEH46</td>
<td>B at C</td>
<td>B at C</td>
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<tr>
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<td>This course describes the skills and knowledge required to plan, manage and evaluate delivery of human resource services, integrating business ethics. It applies to individuals with responsibility for coordinating a range of human resource services across an organisation. They may have staff reporting to them.</td>
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<tr>
<td>CEH52</td>
<td>Manage Recruitment, Selection &amp; Induction Process</td>
<td>Any four from CEH41, CEH42, CEH43, CEH44, CEH45 &amp; CEH46</td>
<td>B at C</td>
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<td>This course is relevant to human resources personnel who take responsibility for managing all aspects of selecting new staff and orientating them to their new positions. It is not assumed that the personnel will be directly involved in the selection processes themselves, although this may well be the case. In small organisations this role may belong to someone is not a dedicated human resources professional; the course, however, will still be applicable.</td>
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</table>
CEH53  Performance Management Processes

Prerequisites: Any four from CEH41, CEH42, CEH43, CEH44, CEH45 & CEH46

Semester 1: B at C  Semester 2: B at C

This course addresses the skills and knowledge required to develop and facilitate implementation of performance management processes. In addition it looks into coordination of individual or group learning and development to encourage effective employee performance. It applies to individuals who are authorised to establish effective performance management processes in an organisation and who may have staff reporting to them.

CEH54  Workforce Planning

Prerequisites: Any four from CEH41, CEH42, CEH43, CEH44, CEH45 & CEH46

Semester 1: B at C  Semester 2: B at C

This course describes the skills and knowledge required to manage planning in relation to an organisation’s workforce including researching requirements, developing objectives and strategies, implementing initiatives and monitoring and evaluating trends. It applies to individuals who are human resource managers or staff members with a role in a policy or planning unit that focuses on workforce planning.

CEH55  Manage Employee Relations

Prerequisites: Any four from CEH41, CEH42, CEH43, CEH44, CEH45 & CEH46

Semester 1: B at C  Semester 2: B at C

This course describes the skills and knowledge required to manage employee and industrial relations matters in an organisation. It involves developing and implementing employee and industrial relations policies and plans and managing conflict resolution negotiations. It applies to those who are authorised to oversee industrial relations and manage conflict and grievances in an organisation. They will have a sound theoretical knowledge base in human resources management and industrial relations as well as current knowledge of industrial relations trends and legislation.

CEH56  OHS & Risk Management

Prerequisites: Any four from CEH41, CEH42, CEH43, CEH44, CEH45 & CEH46

Semester 1: B at C  Semester 2: B at C

This course describes the skills and knowledge required to contribute to the development implementation and maintenance of elements of an occupational health and safety management system (OHSMS). It applies to individuals with organisational responsibilities for contributing to tasks in relation to elements of an OHSMS appropriate to the nature and scale of the organisation and its health and safety (OHS) risks. Further, this course describes skills and knowledge required to manage risks in a range of contexts across an organisation or for a specific business unit or area in any industry setting.

CEH57  Workplace Attachment

Prerequisites: CEH41, CEH42, CEH43, CEH44, CEH45, CEH46 and any five (5) courses from CEH51, CEH52, CEH53, CEH54, CEH55 & CEH56 or approval from Head of College

Semester 1: B at C  Semester 2: B at C

Students will have to undergo six months of workplace assessed attachment to complete the mandatory 400 hours of direct work experience with an organisation and environment appropriate to the course requirements.
to the programme of study. The programme coordinator and workplace supervisor will assess works skills, knowledge and practices demonstrated by the student that were taught in the programme.

CEI41  ICT Fundamentals

**Prerequisites:** None

**Semester 1:** O at C  
**Semester 2:** O at C

This course describes the fundamentals of hardware, software, internet and the use of emails. It will also describe the performance outcomes, skills and knowledge required to design and develop Office suites using foundation, intermediate and advanced levels. With the office suites, student will be able to create professional documentation, Spreadsheets, Presentations and Desktop Publishing. Furthermore students will be acquiring the knowledge of safe internet and email practices.

CEI42  ICT Business Process

**Prerequisites:** None

**Semester 1:** O at C  
**Semester 2:** O at C

This course describes the skills and knowledge required to research and analyse potential system solutions and present a feasibility report to the client. Additionally, it is required to support the management of low risk, upfront information and communications technology (ICT) projects within an organisation. It also describes requirements to write scripts to automate solutions and application of specific scripting options. Moreover, it designates the skill and knowledge essential to receive, review and carry out change requests while using a change management system, according to client requirements.

CEI43  ICT Work Practices

**Prerequisites:** None

**Semester 1:** O at C  
**Semester 2:** O at C

This course describes outcomes, skills and knowledge required to develop and implement a workplace sustainability policy including the modification of the policy to suit changed circumstances which also requires the ability to access industry information applicable legislative and occupational health and safety (OHS) guidelines. Additionally, it designates professional and ethical conduct to ensure that personal information of stakeholders is handled in a confidential and professional manner when dealing with stakeholders in an Information Technology (IT) environment.

CEI44  Networking and Hardware Support

**Prerequisites:** None

**Semester 1:** O at C  
**Semester 2:** O at C

This course describes the skills and knowledge required to identify available network components relevant to client requirements and to install, configure and secure those components as part of a small or home office (SOHO) network. It undertakes scripted programming tasks for networking related activities and applies skills and knowledge required to plan, manage and install new hardware components in a network. Students are to plan, manage and support the installation of new or upgraded software to networked computers according to vendor and organization.
CEI45  Network Communications

Prerequisites: None
Semester 1: O at C  Semester 2: O at C

This course describes the skills and knowledge required to install, configure and support a desktop or workstation operating system in a networked environment, install and manage a server. Server management includes initial configuration and testing, ongoing administration, software distribution and updates, profiling and monitoring servers, and troubleshooting. It also utilises networking fundamentals, including wide area network (WAN) technologies, basic security, routing and switching fundamentals, and to configure simple networks. It involves installation, configuring and testing network security in an information and communications technology (ICT) network.

CEI46  Database & User Support

Prerequisites: None
Semester 1: O at C  Semester 2: O at C

This course describes the skills and knowledge required to determine client business systems requirements and verify the accuracy of the information gathered. Students are required to record and prioritize client support activities, determine the required resources, solve ICT problems or escalate as necessary. This course also describes the skills and knowledge required to build, implement, test and evaluate a database using an established design and using structured query language (SQL). SQL is used to define, create and manipulate database structures and the associated data in a relational database.

CEI51  Networking & Enterprise Management

Prerequisites: CEI44, CEI45 and any one Level 4 courses
Semester 1: B at C  Semester 2: B at C

This course describes the skills and knowledge required to use appropriate tools, equipment, software and protocols to install, operate, and troubleshoot medium enterprise switches. It applies to individuals who are middle managers, network engineers, technical specialists or security analysts with excellent information communications and technology (ICT) skills who plan and implement networks, determine security threats and are involved in business budgeting. Moreover information and communications technology (ICT) services meet current and future internal operational enterprise requirements which will enhance individuals whose responsibilities may include maintaining and supporting critical infrastructure for objectives in small-to-medium sized organisations.

CEI52  Web Design & Development

Prerequisites: CEI41 or Year 12 Computer Studies or equivalent.
Semester 1: B at C  Semester 2: B at C

This course describes outcomes, skills and knowledge required to develop and implement dynamic web pages, identify the client and server-side dynamic content, create dynamic content and test dynamic pages. It is also designated to developing complex cascading style sheets, to determine its requirements and use advanced CSS techniques to create web pages and test it in major browsers. Additionally, it will develop website information architecture, to identify content needs and plan structure, develop navigation system, test and sign off. Students will also be required to analyse material, create meta tags and test and monitor meta tagging practices and procedures.
CEI53  Computer Programming

Prerequisites: CEI44, CEI45 and any two of Level 4 courses

Semester 1: B at C  Semester 2: B at C

This course describes the skills and knowledge required to design, build and test an advanced user interface (UI), including interaction techniques, rich controls, improved client-side validation, customisation and personalisation, graphics and multimedia. Learners to undertake advanced programming tasks using an object-oriented programming language. It also requires creating, compiling and running GUI based applications and also applets that executes in Java-enabled browsers and interacts with users. It applies to individuals who work as user-interface designers and who are responsible for managing, and implementing, complex UI design.

CEI54  Graphic Designing

Prerequisites: CEI41 or Year 12 Computer Studies or equivalent

Semester 1: B at C  Semester 2: B at C

This course describes the skills and knowledge required to plan and produce a two-dimensional (2-D) and three-dimensional (3-D) graphic design work in response to a variety of visual communication challenges. Design work will show a well-developed command of relevant software programs and the creative ability to generate ideas to meet the different needs of design briefs. Students are also required to produce professional typography for a wide range of communication needs and create and manipulate graphics using a combination of creative design skills and technical software proficiency.

CEI55  Network Security & Support

Prerequisites: CEI44, CEI45 and any one of Level 4 courses

Semester 1: B at C  Semester 2: B at C

This course addresses the knowledge, processes and techniques necessary to develop approaches to sustainability within workplaces, including the development and implementation of policy. It applies to managers working in a range of contexts who approach and addresses compliance with relevant legislative requirements. Moreover, this course describes the skills and knowledge required to implement, manage security functions throughout a network and the skills and knowledge required to build a high performance, high security, failure resistant security perimeter, for an enterprise information and communications technology (ICT) network.

CEI56  ICT Project Management

Prerequisites: Completion of any 4 courses at Level 4

Semester 1: B at C  Semester 2: B at C

This course describes the skills and knowledge required to identify, analyse and document business requirements as well as to manage the initiation, implementation and completion of reasonably complex Information and Communications Technology (ICT) projects incorporating scope, risk control and financial factors. Students will also be able to manage the system-implementation process in an ICT project within small, medium or large organisations. It applies to individuals responsible for gathering data to identify business requirement, which may be required to use high-level business management technical and communication skills to ensure that ICT projects are implemented to ensure alignment with project and documentation.
<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>CEI57</td>
<td>ICT Workplace Attachment</td>
</tr>
</tbody>
</table>

**Prerequisites:** Completed level 4 programme, and at least 3 level 5 courses or approval from the Head of College or nominee.

**Semester 1:** B at C  
**Semester 2:** B at C

This course involves learning through placement at an industry for the purpose of gaining hands-on experience through executing actual tasks and assignments. Students are required to do the on job training for at least 10 weeks or 400 hours towards the end of their programme. During their workplace attachment, students are to demonstrate their employability skills such as communication, team work, Problem-solving, Initiative and Creativity. Moreover students will be learning specific guidelines as to the nature and scope of work experience which will be provided in the student log book.

<table>
<thead>
<tr>
<th>CEL41</th>
<th>Introduction to Library Systems &amp; Services</th>
</tr>
</thead>
</table>

**Prerequisites:** None

**Semester 1:** B at C  
**Semester 2:** Not offered

This course introduces students to the purposes and functions of a library, types of libraries and their services, library systems, and who does what work in libraries, as well as time management in relation to planning library work and study. The physical parts of a book and the way a library is physically organised will be examined, so as the role of library associations. The basic parts of a computer and the use of new forms of information technology in library services and processes will be covered.

<table>
<thead>
<tr>
<th>CEL42</th>
<th>Building our Library Resources</th>
</tr>
</thead>
</table>

**Prerequisites:** None

**Semester 1:** B at C  
**Semester 2:** Not offered

This course looks at the selection of library materials, including basic ordering procedures, as well as processes to receive new items for the collection. The course covers acquisition tools for books, negotiating donations for Pacific Island libraries, and book exchange schemes. Students also learn how to order, receive and file serials. Basic processing of books, maintenance and repair of materials are included, as well as simple book conservation. The course concludes with sections on stocktaking and weeding of library collections. Access to the Internet is essential, as students are expected to access online selection tools.

<table>
<thead>
<tr>
<th>CEL43</th>
<th>Supporting the Information Needs of Our Users</th>
</tr>
</thead>
</table>

**Prerequisites:** None

**Semester 1:** B at C  
**Semester 2:** Not offered

This course teaches students how to find information using basic printed and electronic reference sources that support users needs such as dictionaries, encyclopaedias and the Internet. Students will also learn how to communicate with library users to find out their needs and plan an information search accordingly to meet needs. User education and packaging and disseminating information will also be taught.
<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>CEL44</td>
<td>Lending &amp; Promotion of Library Collections</td>
</tr>
<tr>
<td></td>
<td><strong>Prerequisites:</strong> None</td>
</tr>
<tr>
<td></td>
<td><strong>Semester 1:</strong> Not offered</td>
</tr>
<tr>
<td></td>
<td><strong>Semester 2:</strong> B at C</td>
</tr>
<tr>
<td></td>
<td>This course will enable students to learn the</td>
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<tr>
<td></td>
<td>operations of manual and automated circulation</td>
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<td></td>
<td>systems, and basic processes for interlibrary</td>
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<td></td>
<td>loans. They will also plan library programming</td>
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<td></td>
<td>activities for adults and children, and learn</td>
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<td></td>
<td>to create vibrant library displays. Storytelling</td>
</tr>
<tr>
<td></td>
<td>techniques are covered, as well as other</td>
</tr>
<tr>
<td></td>
<td>activities to encourage a love of reading.</td>
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<tr>
<td></td>
<td>Marketing techniques are examined, including</td>
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<td></td>
<td>effective communication in order to improve</td>
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<tr>
<td></td>
<td>relationships with users.</td>
</tr>
<tr>
<td>CEL45</td>
<td>Organising our Library Resources</td>
</tr>
<tr>
<td></td>
<td><strong>Prerequisites:</strong> None</td>
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<tr>
<td></td>
<td><strong>Semester 1:</strong> Not offered</td>
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<tr>
<td></td>
<td><strong>Semester 2:</strong> B at C</td>
</tr>
<tr>
<td></td>
<td>This course teaches students how to provide</td>
</tr>
<tr>
<td></td>
<td>access to materials in a library collection. It</td>
</tr>
<tr>
<td></td>
<td>covers basic skills in descriptive cataloguing</td>
</tr>
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<td></td>
<td>of books, and how to assign subject headings</td>
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<tr>
<td></td>
<td>and classification numbers, following accepted</td>
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<tr>
<td></td>
<td>international standards. It also examines use</td>
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<td></td>
<td>of Cataloguing in Publication details and</td>
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<td></td>
<td>computerised cataloguing. Filing rules are also</td>
</tr>
<tr>
<td></td>
<td>taught.</td>
</tr>
<tr>
<td>CEO41</td>
<td>Office Finance</td>
</tr>
<tr>
<td></td>
<td><strong>Prerequisites:</strong> None</td>
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<tr>
<td></td>
<td><strong>Semester 1:</strong> B at C</td>
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<td></td>
<td><strong>Semester 2:</strong> B at C</td>
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<tr>
<td></td>
<td>This course develops performance skills and</td>
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<tr>
<td></td>
<td>knowledge of finance functions such as the</td>
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<td></td>
<td>preparation and processing of routine financial</td>
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<tr>
<td></td>
<td>documents, preparing journal entries, posting</td>
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<td></td>
<td>journals to ledgers, preparing, banking and</td>
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<tr>
<td></td>
<td>reconciling financial receipts, and extracting</td>
</tr>
<tr>
<td></td>
<td>a trial balance and interim reports.</td>
</tr>
<tr>
<td>CEO42</td>
<td>Organisational Skills</td>
</tr>
<tr>
<td></td>
<td><strong>Prerequisites:</strong> None</td>
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<tr>
<td></td>
<td><strong>Semester 1:</strong> B at C</td>
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<tr>
<td></td>
<td><strong>Semester 2:</strong> Not offered</td>
</tr>
<tr>
<td></td>
<td>This course describes the performance outcomes,</td>
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<tr>
<td></td>
<td>skills and knowledge required to record general</td>
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<td></td>
<td>journal adjustment entries and to prepare end</td>
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<td></td>
<td>of period financial reports.</td>
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<tr>
<td>CEO43</td>
<td>IT Use</td>
</tr>
<tr>
<td></td>
<td><strong>Prerequisites:</strong> None</td>
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<tr>
<td></td>
<td><strong>Semester 1:</strong> B at C</td>
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<td></td>
<td><strong>Semester 2:</strong> B at C</td>
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<tr>
<td></td>
<td>This course describes the performance outcomes,</td>
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<tr>
<td></td>
<td>skills and knowledge required to use spreadsheet</td>
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<td></td>
<td>software to complete business tasks and to</td>
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<td></td>
<td>produce complex documents. Also included is</td>
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<td></td>
<td>knowledge to design and develop business</td>
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<td></td>
<td>documents using complex technical features of</td>
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<tr>
<td></td>
<td>word processing software and produce complex</td>
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<tr>
<td></td>
<td>desktop published documents.</td>
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<tr>
<td>CEO44</td>
<td>Customer Service</td>
</tr>
<tr>
<td></td>
<td><strong>Prerequisites:</strong> None</td>
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<tr>
<td></td>
<td><strong>Semester 1:</strong> Not offered</td>
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<tr>
<td></td>
<td><strong>Semester 2:</strong> B at C</td>
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<tr>
<td></td>
<td>This course describes the performance outcomes,</td>
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<td></td>
<td>skills and knowledge required to manage the</td>
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<td></td>
<td>ongoing relationship with a customer, which</td>
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<td>includes assisting the customer to articulate</td>
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<tr>
<td></td>
<td>their needs, meeting customer needs and managing</td>
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<tr>
<td></td>
<td>networks to ensure customer needs are</td>
</tr>
</tbody>
</table>

**KEY TO CAMPUS CODES**

A = Alafua, CI = Cook Islands, E = Emalus, K = Kiribati, LAB = Labasa, L = Laucaia, LTK = Lautoka, NA = Nauru, NI = Niue, RMI = Republic Marshall Islands, SI = Solomon Islands, TOK = Tokelau, TON = Tonga, TU = Tuvalu
addressed. The customer relationship would typically involve direct interaction a number of times over an extended period. Moreover, this course is appropriate to workers who are expected to have detailed product knowledge in order to recommend customised solutions. They would be expected to apply organisational procedures and be aware of, and apply as appropriate.

**CEO45  Business Writing**

**Prerequisites:** None

**Semester 1:** Not offered  
**Semester 2:** B at C  

This course describes the performance outcomes, skills and knowledge required to plan documents, draft text, prepare final text and produce documents of some complexity.

**CEO46  Office Resource Coordination**

**Prerequisites:** None

**Semester 1:** B at C  
**Semester 2:** B at C  

This course applies to individuals with a broad knowledge of business resources who contribute well developed skills and knowledge to ensure adequate resources are available to perform the work of the organisation. They may have responsibility to provide guidance or to delegate aspects of these tasks to others.

**CEO51  Basic Marketing Skills**

**Prerequisites:** CEO41, CEO42, CEO43, CEO44, CEO45, CEO46

**Semester 1:** B at C  
**Semester 2:** B at C  

This course describes the performance outcomes, skills and knowledge required in developing marketing activities that match organisational objectives. It requires students to implement marketing activities described in a marketing plan, to monitor their effectiveness in meeting organisational and marketing objectives, and take actions to improve marketing performance.

**CEO52  Personal Development & Teamwork Skills**

**Prerequisites:** Completion of any 4 courses at Level 4

**Semester 1:** B at C  
**Semester 2:** B at C  

This course describes the performance outcomes, skills and knowledge required to manage own performance and professional development. Particular emphasis is placed on students setting and meeting priorities, analysing information and using a range of strategies to develop further competence as well as skills and knowledge required to facilitate all aspects of teamwork within the organisation. It involves taking a leadership role in the development of team plans, leading and facilitating teamwork and actively engaging with the management of the organisation.

**CEO53  Managing Projects**

**Prerequisites:** Completion of any 4 courses at Level 4

**Semester 1:** B at C  
**Semester 2:** B at C  

This course describes the performance outcomes, skills and knowledge required to undertake a project or a section of a larger project in the workplace.
<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
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</thead>
<tbody>
<tr>
<td>CEO54</td>
<td>Creating Print Media Advertising</td>
</tr>
<tr>
<td>Prerequisites: Completion of any 4 courses at Level 4</td>
<td></td>
</tr>
<tr>
<td>Semester 1: B at C  Semester 2: B at C</td>
<td></td>
</tr>
<tr>
<td>This course describes the performance outcomes, skills and knowledge required to develop and implement a print mass media advertising plan within a given budget.</td>
<td></td>
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</tbody>
</table>

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<thead>
<tr>
<th>Code</th>
<th>Title</th>
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</thead>
<tbody>
<tr>
<td>CEO55</td>
<td>Human Resource Management Services</td>
</tr>
<tr>
<td>Prerequisites: Completion of any 4 courses at Level 4</td>
<td></td>
</tr>
<tr>
<td>Semester 1: Not offered  Semester 2: B at C</td>
<td></td>
</tr>
<tr>
<td>This course describes the performance outcomes, skills and knowledge required to plan and deliver ethical human resource services, health and well being.</td>
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</tbody>
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<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
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</thead>
<tbody>
<tr>
<td>CEO56</td>
<td>Public Relations Skills</td>
</tr>
<tr>
<td>Prerequisites: Completion of any 4 courses at Level 4</td>
<td></td>
</tr>
<tr>
<td>Semester 1: Not offered  Semester 2: B at C</td>
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</tr>
<tr>
<td>This course describes the performance outcomes, skills and knowledge required to design, implement and evaluate public relations and crisis management.</td>
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</tbody>
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<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
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</thead>
<tbody>
<tr>
<td>CEO57</td>
<td>Office Management Workplace Practicum</td>
</tr>
<tr>
<td>Prerequisites: CEO41, CEO42, CEO43, CEO44, CEO45, CEO46 and any five (5) courses from CEO51, CEO52, CEO53, CEO54, CEO55, CEO56 or approval from Head of College</td>
<td></td>
</tr>
<tr>
<td>Semester 1: B at C  Semester 2: B at C</td>
<td></td>
</tr>
<tr>
<td>Students will have to undergo six months of workplace assessed practicum to complete the mandatory 400 hours of direct work with clients and colleagues appropriate to their programme of study. The programme coordinator and workplace supervisor will assess demonstrated employability skills developed from the programme.</td>
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<thead>
<tr>
<th>Code</th>
<th>Title</th>
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</thead>
<tbody>
<tr>
<td>CEP41</td>
<td>Project Scope, Time &amp; Quality Management 1</td>
</tr>
<tr>
<td>Prerequisites: None</td>
<td></td>
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<tr>
<td>Semester 1: B at C  Semester 2: Not offered</td>
<td></td>
</tr>
<tr>
<td>The scope unit of competency describes the performance outcomes, skills and knowledge required to contribute to the control of a project’s scope by assisting with identifying its objectives, deliverables, constraints, assumptions and outcomes; and by applying controls once the project has commenced. Application of project time management describes the performance outcomes, skills and knowledge required to assist with project scheduling activities, apply and monitor the agreed project schedule, and evaluate the effectiveness of time management for the project. Project quality management describes the performance outcomes, skills and knowledge required to enhance project outcomes through contributing to quality planning, applying quality policies and procedures, and contributing to continuous improvement in projects.</td>
<td></td>
</tr>
</tbody>
</table>
**CEP42  Project Cost & Human Resources Management**

**Prerequisites:** None  
**Semester 1:** B at C  
**Semester 2:** Not offered

Cost Management in projects describes the performance outcomes, skills and knowledge required to assist in producing a project budget, to monitor project expenditure and to contribute to cost finalisation processes. Project human resources describes the performance outcomes, skills and knowledge required to assist with aspects of human resource management of a project. It involves establishing human resource requirements, identifying the learning and development needs of people working on the project, facilitating the meeting of these needs, and resolving conflict in the team. This course describes the performance outcomes, skills and knowledge required to assist in producing a project budget, to monitor project expenditure and to contribute to cost finalisation processes, and also has generic application to a range of industries and organisations and a range of projects, from simple to complex.

**CEP43  Project Procurement & Stakeholder Management**

**Prerequisites:** None  
**Semester 1:** Not offered  
**Semester 2:** B at C

This course describes the performance outcomes, skills and knowledge required to assist with procurement for a project. It involves identifying procurement requirements, assisting with supplier selection, conducting procurement activities, and assisting with procurement finalisation activities for the project. Stakeholder management techniques describe the performance outcomes, skills and knowledge required to assist in managing stakeholder relationships during a project. It involves ensuring the timely and appropriate involvement of key individuals, organisations and groups throughout the project.

**CEP44  Project Communication & Risk Management**

**Prerequisites:** None  
**Semester 1:** Not offered  
**Semester 2:** B at C

This course focuses on the performance outcomes, skills and knowledge aspects of risk management in projects. It specifically involves planning for, controlling and reviewing risks associated with the project and assisting in this area where required. Information and communication in project management describes the performance outcomes, skills and knowledge required to provide a critical link between people, ideas and information at all stages in the project life cycle. It involves assisting the project team to plan communications, communicating information related to the project, and reviewing communications.

**CEP51  Project Scope, Time & Quality Management 2**

**Prerequisites:** CEP41 & CEP42  
**Semester 1:** B at C  
**Semester 2:** Not offered

This course describes the skills and knowledge required to determine and manage project scope plus time and quality in projects. Project Scope involves obtaining project authorisation, developing a scope-management plan, and managing the application of project scope controls. Project Time involves determining and implementing the project schedule, and assessing time-management outcomes. Project Quality involves determining quality requirements, implementing quality control and assurance processes, and using review and evaluation to make quality improvements in current and future projects.
<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
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<tbody>
<tr>
<td>CEP52</td>
<td>Project Integration, Cost &amp; Human Resources Management</td>
</tr>
<tr>
<td></td>
<td><strong>Prerequisites:</strong> CEP41 &amp; CEP42</td>
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<tr>
<td><strong>Semester 1:</strong> B at C</td>
<td><strong>Semester 2:</strong> Not offered</td>
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<tr>
<td></td>
<td>This course describes the skills and knowledge required to integrate and balance the overall project management functions of scope, time, cost, quality, human resources, communications, risk and procurement across the project life cycle; and to align and track the project objectives to comply with organisational goals, strategies and objectives. Project Cost describes the skills and knowledge required to identify, analyse and refine project costs, to produce a budget, and to use this budget as the principal mechanism to control project costs. Project Human Resources involves planning for human resources, implementing personnel training and development, and managing the project team.</td>
</tr>
<tr>
<td>CEP53</td>
<td>Project Procurement Management, Stakeholder Engagement &amp; ICT</td>
</tr>
<tr>
<td></td>
<td><strong>Prerequisites:</strong> CEP41, CEP42, CEP43</td>
</tr>
<tr>
<td><strong>Semester 1:</strong> Not offered</td>
<td><strong>Semester 2:</strong> B at C</td>
</tr>
<tr>
<td></td>
<td>This course describes the skills and knowledge required to undertake procurement in projects, manage stakeholder relationships and match ICT needs. Project Procurement involves determining procurement requirements, establishing agreed procurement processes, conducting contracting and procurement activities, and managing finalisation processes. Stakeholder Engagement involves ensuring the timely and appropriate involvement of key individuals, organisations and groups throughout the project. It applies to individuals whose responsibilities may include maintaining and supporting critical infrastructure for objectives in small-to-medium sized organisations.</td>
</tr>
<tr>
<td>CEP54</td>
<td>Project Information &amp; Communication, Risk &amp; Governance</td>
</tr>
<tr>
<td></td>
<td><strong>Prerequisites:</strong> CEP41, CEP42 &amp; CEP44</td>
</tr>
<tr>
<td><strong>Semester 1:</strong> Not offered</td>
<td><strong>Semester 2:</strong> B at C</td>
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<tr>
<td></td>
<td>This course describes the skills and knowledge required to manage project life cycle communication, project risk, establish and implement project governance.</td>
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<tr>
<td>CET41</td>
<td>Introduction to Adult Education &amp; Training</td>
</tr>
<tr>
<td></td>
<td><strong>Prerequisites:</strong> None</td>
</tr>
<tr>
<td><strong>Semester 1:</strong> B at C</td>
<td><strong>Semester 2:</strong> Not offered</td>
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<tr>
<td></td>
<td>This course introduces students to the various important concepts about adults as learners and the strategies they can use to maximise learning in training adults. Participants are introduced to the factors that contribute to adult learning and how they will need to apply principles and theories of adult learning to their advantage.</td>
</tr>
<tr>
<td>CET42</td>
<td>Processes &amp; Methodologies of Training</td>
</tr>
<tr>
<td></td>
<td><strong>Prerequisites:</strong> None</td>
</tr>
<tr>
<td><strong>Semester 1:</strong> B at C</td>
<td><strong>Semester 2:</strong> Not offered</td>
</tr>
<tr>
<td></td>
<td>This course develops the students’ understanding of adult training. The course will enable trainees to acquire the skills to be effective in identifying training processes and methods of instruction and to apply them in designing new training programmes. The course will take participants through a number of important pre-requisite areas such as effective communication, which is vital for any training programme. Some classic examples of processes and methods of instruction are provided from which participants may gain experience and develop their skills.</td>
</tr>
</tbody>
</table>
### CET43 Developing & Delivering Training

**Prerequisites:** None  
**Semester 1:** Not offered  
**Semester 2:** B at C

This course focuses on and promotes the development and delivery of competency based training in the given context. The course addresses the skills and knowledge needed to identify the parameters of a learning design, outline the content and review its effectiveness. Students gain relevant and emerging techniques of delivering effective training in any adult learning environment.

### CET44 Assessment & Evaluation of Training

**Prerequisites:** None  
**Semester 1:** Not offered  
**Semester 2:** B at C

This course introduces students to the concepts of assessment and evaluation as two important areas of training. These are two important tools for monitoring the effectiveness and suitability of training programmes that are conducted in any organisation/institution.

### CETH31 Kitchen Ergonomics

**Prerequisites:** None  
**Semester 1:** F at L  
**Semester 2:** F at L

This course introduces the standards and processes of work in a commercial kitchen. It covers the fundamentals of communication, teams and work and food safety. The course promotes professional operating procedures and standards such as work processes, the correct use of equipment, personal hygiene practices and food preparation and service for the commercial kitchen.

### CETH32 Cookery Methods & Skill 1

**Prerequisites:** None  
**Semester 1:** F at L  
**Semester 2:** F at L

This course introduces participants to the professional operating standards of food preparation in a commercial setting. From the safe and correct use of equipment to the selection, preparation and service of menu items categorised as stock, soups, sauces, vegetables, fruits, eggs, rice, pasta, poultry and fish and shellfish. The course also introduces the student to the standard operating procedures of commencing and closing services in a commercial kitchen.

### CETH33 Cookery Methods & Skills 2

**Prerequisites:** None  
**Semester 1:** F at L  
**Semester 2:** F at L

Complementing CETH32, this course introduces students to the operating standards of food preparation in a commercial setting. From the safe and correct use of equipment to the selection, preparation and service of menu items categorised as appetisers, salads, dressing, pastry products, bakery goods and desserts and local ingredients and cuisine. The course further emphasises to the student the importance of maintaining standard operating procedures of commencing and closing services in a commercial kitchen.
<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
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<tbody>
<tr>
<td>CETH34</td>
<td>Technology, Menu Planning &amp; Stock Control</td>
</tr>
<tr>
<td></td>
<td><strong>Prerequisites:</strong> None</td>
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<tr>
<td></td>
<td><strong>Semester 1:</strong> F at L</td>
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<tr>
<td></td>
<td><strong>Semester 2:</strong> F at L</td>
</tr>
<tr>
<td></td>
<td>Communications and documentation are important aspects of business in the commercial kitchen today. This course covers the use of selected computer applications for documentation, communication, costing inventory management and menu development. The course promotes local ingredients and cuisines and the use of local business products in menu development, costing and analysis.</td>
</tr>
</tbody>
</table>

| CETH35 | Commercial Cookery Practicum                                |
|        | **Prerequisites:** Successful completion of CETH31, CETH32, CETH33 & CETH34 |
|        | **Semester 1:** F at L                                     |
|        | **Semester 2:** F at L                                     |
|        | Students will have to undergo six months of workplace assessed practicum to complete the mandatory 400 hours of direct service work with clients and colleagues appropriate to their programme of study. The programme coordinator and workplace supervisor will assess demonstrable and displayed employability skills intended from the programme. |

| CETH41 | Food & Beverage 1                                          |
|        | **Prerequisites:** None                                    |
|        | **Semester 1:** F at L                                     |
|        | **Semester 2:** Not offered                                |
|        | This course develops the skills and knowledge in the preparation of an operation bar for service. The training also incorporates the procedures and standards of providing quality food and beverage services in a restaurant setting. |

| CETH42 | Events 1                                                   |
|        | **Prerequisites:** None                                    |
|        | **Semester 1:** F at L                                     |
|        | **Semester 2:** Not offered                                |
|        | Events create business opportunities. This is the first of the two courses about skills and knowledge of events information, processes delivery coordination. The course also incorporates health and safety practice skills for workers, customers and the business. |

| CETH43 | Front Office Operations 1                                  |
|        | **Prerequisites:** None                                    |
|        | **Semester 1:** F at L                                     |
|        | **Semester 2:** Not offered                                |
|        | The front office operation uses information to plan, coordinate and manage the guest experience. This course develops skills and knowledge in the use of computerised reservations, and the information processes in the ‘guest cycle’ of hotel operations. |

| CETH44 | Sales & Marketing                                          |
|        | **Prerequisites:** None                                    |
|        | **Semester 1:** F at L                                     |
|        | **Semester 2:** F at L                                     |
|        | Sales and Marketing connects business with customers. This course develops skills and knowledge in market assessment and coordination of online marketing activities, and the measurement of sales results for products and services development and planning. |
CETH45  Food & Beverage 2

Prerequisites: None

Semester 1: Not offered  
Semester 2: F at L

This course complements CETH41 emphasising the core role of food and beverage products in generating revenue and influencing the guest experience. The course develops skills and knowledge in service delivery and beverage products.

CETH46  Front Office Operations 2

Prerequisites: None

Semester 1: Not offered  
Semester 2: F at L

This course develops skills and knowledge in guest reservations, processing, presentations to audience, cashiering, reconciling finance and coordinating environmentally sustainable practices.

CETH47  Events 2

Prerequisites: None

Semester 1: Not offered  
Semester 2: F at L

This course develops skills and knowledge in events planning, staging, set ups and delivery. The training also incorporates events, resource purchasing, storage control and first aid skills for guest and team safety.

CETH48  Hospitality Workplace Practicum

Prerequisites: CETH41, CETH42, CETH43, CETH44, and any two (2) courses from CETH45, CETH46, CETH47 or approval from Head of College

Semester 1: F at L  
Semester 2: F at L

Students will have to undergo six months of workplace assessed practicum to complete the mandatory 400 hours of direct service work with clients and colleagues appropriate to their programme of study. The programme coordinator and workplace supervisor will assess demonstrated employability skills developed from the programme.

CECP31  Kitchen Ergonomics, Hygiene & Food Safety

Prerequisites: None

Semester 1: F at L  
Semester 2: F at L

The course covers the skills and knowledge required to maintain personal hygiene, promote safe food handling, follow workplace cleaning procedures, apply correct product storage and packaging processes and correct waste disposal measures to ensure environmental sustainability. The training covers OHS procedures and standards and first aid techniques to establish and maintain a safe work environment.

CECP32  Patisserie Skills, Calculations & Stock Control

Prerequisites: None

Semester 1: F at L  
Semester 2: F at L

This course covers the skills and knowledge required for dough preparation., Planning of patisserie products in a baking environment. Additionally, training addresses stock control, recipe calculation, recipe interpretation and new product development.
<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
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</thead>
<tbody>
<tr>
<td>CECP33</td>
<td>Patisserie Methods &amp; Skills 1</td>
</tr>
<tr>
<td></td>
<td><strong>Prerequisites:</strong> None</td>
</tr>
<tr>
<td><strong>Semester 1:</strong> F at L</td>
<td><strong>Semester 2:</strong> F at L</td>
</tr>
<tr>
<td>This course covers skills and knowledge required to establish and promote team communication and workplace information. Precisely, the course establishes industry practices in the complete process of pastries and fillings preparation and baking.</td>
<td></td>
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<tr>
<td>CECP34</td>
<td>Patisserie Methods &amp; Skills 2</td>
</tr>
<tr>
<td></td>
<td><strong>Prerequisites:</strong> None</td>
</tr>
<tr>
<td><strong>Semester 1:</strong> F at L</td>
<td><strong>Semester 2:</strong> F at L</td>
</tr>
<tr>
<td>This course covers skills and knowledge in the preparation of assorted bread dough, cookies, cakes and sponge batters and all respective baking requirements types and ranges as with industry practise. The training will cover fillings and decorative/presentation procedures and techniques for breads, cookies and cakes and, establish correct use and maintenance of equipment.</td>
<td></td>
</tr>
<tr>
<td>CECP35</td>
<td>Patisserie Workplace Attachment</td>
</tr>
<tr>
<td></td>
<td><strong>Prerequisites:</strong> CECP31, CECP32, CECP33, CECP34</td>
</tr>
<tr>
<td><strong>Semester 1:</strong> F at L</td>
<td><strong>Semester 2:</strong> F at L</td>
</tr>
<tr>
<td>Student will complete six months of workplace attachment training within a hotel patisserie section specific to the contents of the qualification. This is a critical part of the programme as skills and knowledge sharing with industry professionals will allow the student to acquire new levels of professional competency in the patisserie trade.</td>
<td></td>
</tr>
<tr>
<td>CESB31</td>
<td>Opportunities, Rules &amp; Risk Management</td>
</tr>
<tr>
<td></td>
<td><strong>Prerequisites:</strong> None</td>
</tr>
<tr>
<td><strong>Semester 1:</strong> B at L</td>
<td><strong>Semester 2:</strong> B at L</td>
</tr>
<tr>
<td>This course is on skills and knowledge of identifying business opportunities. The course promotes creativity and the importance of identifying business law, standards and related tax policies for compliance.</td>
<td></td>
</tr>
<tr>
<td>CESB32</td>
<td>Customer Service, Marketing &amp; Communication</td>
</tr>
<tr>
<td></td>
<td><strong>Prerequisites:</strong> None</td>
</tr>
<tr>
<td><strong>Semester 1:</strong> B at L</td>
<td><strong>Semester 2:</strong> B at L</td>
</tr>
<tr>
<td>This course develops skills and knowledge in developing customer relationship skills of the business owner or entrepreneur. The course defines ICT (information communications technology) capability and its relevance to business management in the region in relation to customer service, marketing, planning and competition.</td>
<td></td>
</tr>
<tr>
<td>CESB33</td>
<td>Operations &amp; Management</td>
</tr>
<tr>
<td></td>
<td><strong>Prerequisites:</strong> None</td>
</tr>
<tr>
<td><strong>Semester 1:</strong> B at L</td>
<td><strong>Semester 2:</strong> B at L</td>
</tr>
<tr>
<td>This course is on developing skills and knowledge in small business ’start ups’. The training focuses on small business resource requirements, establishing partnerships and operations planning skills for delivering goods and services at a quality consistent standard.</td>
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</tbody>
</table>

**KEY TO CAMPUS CODES**

A = Alafua, CI = Cook Islands, E = Ematusu, K = Kiribati, LAB = Labasa, L = Laucala, LTK = Lautoka, NA = Nauru, NI = Niue, RMI = Republic Marshall Islands, SI = Solomon Islands, TOK = Tokelau, TON = Tonga, TU = Tuvalu
**COURSE DESCRIPTIONS**

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
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<tbody>
<tr>
<td>CESB34</td>
<td>Managing Your Money</td>
</tr>
</tbody>
</table>

**Prerequisites:** None

**Semester 1:** B at L  
**Semester 2:** B at L

The course covers the skills and knowledge required to identify business structure, maintain business records, and identify various source documents in a business. The training covers procedures for preparing cash flows, cash books and cash flow forecasting.

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<tr>
<th>Code</th>
<th>Title</th>
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<tbody>
<tr>
<td>CEC51</td>
<td>Counselling Relationships &amp; Micro Skills</td>
</tr>
</tbody>
</table>

**Prerequisites:** None

**Semester 1:** B at C  
**Semester 2:** B at C

This course describes the skills and knowledge required to use a structured approach to counselling to determine, establish and confirm the nature of the counsellor client relationship according to the agency’s counselling model. It applies to individuals whose job roles involves working with clients on personal and psychological issues within established policies, procedures and guidelines.

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<tr>
<th>Code</th>
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<tbody>
<tr>
<td>CEC52</td>
<td>Fundamental Theories in Counselling</td>
</tr>
</tbody>
</table>

**Prerequisites:** None

**Semester 1:** B at C  
**Semester 2:** B at C

This course describes the skills and knowledge required to study theories of personality and human development, and link those to counselling practice and to apply theory underpinning behaviorism and social learning to formulate and monitor a programme for behaviour change in counselling context. It applies to individuals whose job role involves working with clients on personal and psychological issues within established policies, procedures and guidelines.

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<tr>
<th>Code</th>
<th>Title</th>
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<tbody>
<tr>
<td>CEC53</td>
<td>Counselling Therapies Client Support</td>
</tr>
</tbody>
</table>

**Prerequisites:** None

**Semester 1:** B at C  
**Semester 2:** B at C

This course describes the skills and knowledge required to select and use different counselling therapies to meet client needs, to assist clients to clarify their goals, explore options and develop a course of action, to support clients to identify and work through concerns, and to manage the overall counselling process to its conclusion. The course applies to individuals whose job role involves working with clients on personal and psychological issues within established policies, procedures and guidelines.

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<tr>
<th>Code</th>
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<tbody>
<tr>
<td>CEC54</td>
<td>Cultural Sensitivity Towards Diverse Ethnic Groups</td>
</tr>
</tbody>
</table>

**Prerequisites:** None

**Semester 1:** B at C  
**Semester 2:** B at C

This course describes the skills and knowledge required to work respectfully with people from diverse social and cultural groups and situations, including people from distinct cultures of the Pacific Island region, cultural safety issues in the workplace, model cultural safety in own work practice, and develop strategies to enhance cultural safety. It applies to people working in a broad range of roles including those involved in direct client service, programme planning, development and evaluation contexts.

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**KEY TO SEMESTER AND MODE CODES**

- **F** = Courses offered in the Face to face mode, **P** = Courses offered in the Print mode, **B** = Courses offered in the blended mode, **O** = Courses offered in the online mode, **C** = Courses offered at all campuses, **C** = Courses offered at all campuses except Laucala, **C** = Courses offered at all campuses except Emalus, **C** = Courses offered at all campuses except Laucala & Emalus.
<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
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</thead>
<tbody>
<tr>
<td>CEC55</td>
<td>Legal, Ethical &amp; Professional Practice</td>
</tr>
<tr>
<td>Prerequisites: None</td>
<td></td>
</tr>
<tr>
<td><strong>Semester 1:</strong> B at C <strong>Semester 2:</strong> B at C</td>
<td></td>
</tr>
<tr>
<td>This course describes the skills and knowledge required to identify and work within the legal and ethical frameworks that apply to an individual’s job role and to evaluate and enhance own practice through a process of reflection and ongoing professional development. It applies to community services and health workers who play proactive role in identifying and meeting their legal and ethical responsibilities and who take pro-active responsibility for their own professional development.</td>
<td></td>
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</tbody>
</table>

| CEC56 | Case Management & Crisis Situations                       |
| Prerequisites: None                                                                 |
| **Semester 1:** B at C **Semester 2:** B at C |
| This course describes the skills and knowledge required to recognise situations where people may be in imminent crisis, and then to work collaboratively to minimise any safety concerns and make plans to access required support services, to undertake case management meetings to plan, monitor and review service provision and to work in a range of health and community service contexts. |

| CEC57 | Client Safety & Support                                  |
| Prerequisites: None                                                                 |
| **Semester 1:** B at C **Semester 2:** B at C |
| This course describes the skills and knowledge required to identify and manage immediate suicide risk and work with the individual to achieve safe outcomes. It includes the requirements for developing a clear safety plan for addressing any immediate danger to the person at risk or others, mobilising access to emergency medical help when needed and facilitating links with further support and to recognise and respond to the needs of people who are experiencing loss, grief and bereavement. |

| CEC58 | Responding to Family & Educational Issues                |
| Prerequisites: None                                                                 |
| **Semester 1:** B at C **Semester 2:** B at C |
| This course describes the skills and knowledge required to identify and respond to the needs of clients who may be experiencing domestic and family violence, including responding to immediate intervention and support needs, to plan, facilitate and review psycho-educational groups using the theories and models of group work and strengths-based approaches. It applies to individuals who plan and run psycho-educational groups based on established programmes and procedures. |
PC414 Climate Change: Impacts, Vulnerability

Prerequisites: None

Semester 1: O at C  Semester 2: Not offered

This postgraduate course examines the range of impacts and types and degree of vulnerability posed to Pacific Islands by Climate Change, and critically reviews the adaptation strategies to address the vulnerabilities, at both national and community levels. The course is intended for people in the Pacific islands involved with medium-to-long term planning for natural resources, economic and social development, and/or the natural environment, especially graduates working in governments or NGOs who are not yet familiar with climate related issues but do need to be.

PC415 Climate Science

Prerequisites: None

Semester 1: Not offered  Semester 2: O at C

This course explores the rapidly changing world of climate science. The course material is based on the Intergovernmental Panel for Climate Change (IPCC) reports and navigates through the new scientific evidence to understand the observational evidence for climate change as well as earth and climate system model projections. Students will walk away with an understanding of the climate and earth system science, the data and models that describe the increase in temperature, changes in rainfall, sea-level rise, ocean acidification and their impact on the Pacific.

PC424 Disaster Risk Management

Prerequisites: Admission to Postgraduate programme

Semester 1: O at C  Semester 2: Not offered

This course is designed to familiarise the learners with a broad understanding of the causes and impacts of disasters in the context of PICs and provides comprehensive knowledge on hazards, disaster preparedness, mitigation, rehabilitation and reconstruction. Tools and policy frameworks to guide and support DRM actions are also presented and discussed. The links between natural hazards and climate change and between disaster risk reduction and climate change adaptation are analysed. Students will develop better communication skills for disaster preparedness and disaster response in emergency situations with a better understanding of the importance of incorporating gender-sensitive and inclusive approaches in disaster risk management.

PC425 Environmental Impact Assessment & Strategic Environmental Assessment

Prerequisites: Admission to PGDipCC

Semester 1: Not offered  Semester 2: O at C

The course teaches students the principles and methodology of Environmental Impact Assessment (EIA) and Strategic Environmental Assessment (SEA) of development proposals. The course is cross-disciplinary building on environmental expertise acquired from undergraduate science, arts.
business and law programmes to enhance research skills and an understanding of methodological issues. Students will acquire a comprehensive knowledge of the best practice assessment processes to critically evaluate development projects for environmental sustainability to support sustainable development throughout the Pacific region.

### PC426  Ecosystem-Based Adaptation for Climate & Disaster Resilience

**Prerequisites:** Admission to PGDipCC  
**Semester 1:** Not offered  
**Semester 2:** O at C

This fully online course addresses the critical role of healthy ecosystems in providing climate and disaster resilience throughout the Pacific Islands. It discusses ecological, physical and biological perspectives to address the challenges of ecosystem management in a changing Pacific climate. The course modules include lectures, scientific papers, multimedia content and written reports. The course provides a comprehensive knowledge of Pacific Island terrestrial and marine ecosystems, highlighting the importance of conservation and sustainable management of biodiversity supported by a comprehensive two-week GIS component. The course provides the skills to understand multiple linkages between climate change and ecology applied to ecosystem-based management for climate and disaster resilience, incorporating traditional and cultural approaches.

### PC428  Tropical Meteorology

**Prerequisites:** MA111 or MA112, PH202 and Admission to PGDipCC  
**Semester 1:** O at C  
**Semester 2:** Not offered

The course provides an in-depth study of tropical atmospheric dynamics and processes. The course will cover atmospheric general circulation, the structure and behaviour of weather systems, development, displacement and intensification of weather systems, key characteristics of the tropical atmosphere including convection, boundary layer processes, local and diurnal weather phenomena, mesoscale tropical systems, tropical storm structure and energetics, and tropical cyclone development. The course is designed to provide a quantitative in-depth understanding of key atmospheric processes and dynamics central to climate change in the region. It is an ideal course for students studying climate change science or interested in weather forecasting.

### PC700F  Climate Change Master’s Thesis (Full-Time)

### PC700P  Climate Change Master’s Thesis (Part-Time)

### PC800F  Climate Change PhD Thesis (Full-Time)

### PC800P  Climate Change PhD Thesis (Part-Time)
ADMISSION, REGISTRATION, WITHDRAWAL AND AUDITING REGULATIONS

Notes:

(i) Programmes in the Graduate School of Business (GSB) operate on a three-trimester academic year, rather than a two-semester year, and have different dates and deadlines from those mentioned in these regulations. The dates and deadlines for GSB Programmes and courses can be found in the Principal Dates at the front of the Handbook and Calendar.

(ii) Some other programmes also have non-standard length courses. Special dates and deadlines for those programmes can be found in the Principal Dates at the front of the Handbook and Calendar.

(iii) Students can be admitted to a thesis-only programme such as a Master’s degree (normally after completion of the postgraduate diploma) or a PhD at any time of the year, and at admission will be informed of deadlines for fee payment, withdrawal etc.

(iv) The Ministry of Education, Fiji, removed the scaling of F6/Y12 and F7/Y13 marks in 2015 and as a consequence, USP lowered its admission marks from 250 to 200 marks out of 400. For persons who sat the F6/Y12 or F7/Y13 Examination prior to 2015, the applicable admission marks and associated admission requirements will apply.

1.0 DEFINITIONS

Admission: the assessment of the eligibility of an applicant to study at The University of the South Pacific (USP).

Enrolment: the completion of the processes of admission to a programme, registration of courses and payment of fees.

Registration: the process of electronic or manual approval of a student’s chosen course(s).

Non-standard course: a course that does not conform to the semester-long structure. This includes 30 week courses, year-long project courses and industry attachment programmes lasting beyond one semester.

2.0 ADMISSION CRITERIA

2.1 To be admitted to a programme offered by The University of the South Pacific a person shall have:

(a) met the admission requirements of the University; and
(b) any additional admission requirements of particular programmes.

2.2 To be admitted to The University of the South Pacific a person shall have:

(a) passed a Senate-recognised Form 7 or equivalent examination as outlined in Clause 2.3; or
(b) completed a diploma or a degree at a recognised tertiary institution; or
(c) met the criteria outlined in Clause 2.5 for admission with standing; or
(d) met the criteria outlined in Clause 2.6 for mature student admission; or
(e) met the criteria outlined in Clause 2.7 for pre-degree student admission (for admission to pre-degree studies only).
2.3 **Form 7 Equivalent Examinations**

A person seeking admission under Clause 2.2 (a) shall have:

(a) in the Fiji Y13 Certificate Examination in 2015 and thereafter, achieved
   (i) an aggregate of not less than 200 marks out of 400; and
   (ii) at least 50% in each of the four subjects, one of which is English; or

(b) in the South Pacific Board for Educational Assessment (SPBEA) South Pacific Form 7 Certificate,
   (i) ACHIEVED or better in English plus three other subjects as the general admission requirements;
   (ii) ACHIEVED or better in English plus 2 other subjects and MERIT in mathematics for the Bachelor of Netcentric Computing, Bachelor of Software Engineering, and majors in CS, Mathematics, Accounting and Economics;
   (iii) MERIT in English; and ACHIEVED or better in 3 other subjects for admission to the Law programmes;
   (iv) MERIT in Physics and Mathematics; and ACHIEVED or better in English, plus one other subject for admission to the physics major and to the Bachelor of Engineering

Where a student has a “YET TO ACHIEVE” in one of the four subjects included in the proposed course of study, the student must take the Foundation course for that subject.”

The above provision is based on the assumption that the student has successfully completed the Foundation course.

(c) in the New Zealand National Certificate of Educational Achievement (NCEA), achieved:
   (i) Minimum of 62 credits to be as follows:
      — Minimum of 42 credits from three Level 3 subjects comprising English with minimum of 14 credits and two other Level 3 subjects each with a minimum of 14 credits subject to (ii) below
      plus
      — Minimum of 20 credits from Level 2 subjects or above to be made up of 2 subjects with a minimum of 10 credits each.
   (ii) For admission to the following programmes and majors the admission requirements will be as follows:
      — Bachelor of Science - The Level 3 subjects will be English, Maths and one other Science subject
      — Bachelor of Engineering - The Level 3 subjects will be English, Physics and Mathematics
      — Bachelor of Agriculture - The Level 3 subjects will be English, Chemistry and Biology
      — For majors in Accounting, Economics and Computing Science - The Level 3 subjects will be English, Mathematics and one other subject

(d) been awarded a National University of Samoa Foundation Certificate; or
(e) completed the requirements for a USP Certificate in Foundation Studies; or
(f) completed studies at Form 7 level deemed equivalent by Senate or its delegate at 2.3 (a) to (e) above.
2.4 Failure to Meet USP Requirements

Fiji Y13 Certificate Examination

Persons who wish to be admitted to a Bachelor’s degree but fail to meet the requirements below must first comply with the following requirements:

(a) Persons Scoring 200 or More But Passed Less Than Four Fiji Y13 Subject(s)

Persons who have taken the Senate-recognised Fiji Y13 Examination in 2015 and thereafter and obtained 200 or above but failed to obtain:

- 50% or more in one or more of the Fiji Y13 subject(s) and/or
- the required subject minimum mark(s)

shall be admitted to Unclassified Foundation Studies.

Such persons will be required to register for the Foundation course(s) equivalent to the Fiji Y13 subject(s):

- failed and/or
- that they failed to attain the required subject minimum mark(s) for degree studies

may be eligible to register for Degree course(s) equivalent to the Y13 subjects passed provided their semester registration does not exceed four courses.

(b) Persons scoring less than 200 and passed less than Four Fiji Y13 Subject(s)

(i) Persons scoring between 180 and 199 in the Fiji Y13 Certificate Examination

Persons who have taken the Senate-recognised Fiji Y13 Examination in 2015 and thereafter and obtained between 180 and 199 but failed to obtain:

- 50% or more in one or more of the Fiji Y13 subject(s) and/or
- the required subject minimum mark(s)

shall be admitted into Unclassified Foundation Studies.

Such persons will be required to register for the equivalent Foundation year-long course(s) of the Y13 subject(s):

- failed and/or
- that they failed to attain the required subject minimum mark(s) for degree studies

may be eligible to register for Degree course(s) equivalent to the Y13 subjects passed provided their semester registration does not exceed four courses.

(c) In addition to the above, subject to:

(i) Persons scoring in Fiji Y13 English:

- between (40 and 49)% will be required to do LLF11
- less than 40% will be required to take LLF11 and LLF14

(ii) Special Admission Requirements, persons may apply to specific major(s) and or minor(s) where applicable such as Economics, Law, Science and programmes such as Bachelor of Netcentric Computing, etc. as listed under the faculty in which they are offered.

(iii) Persons applying for a major(s) and or minor(s) where applicable in Literature, Linguistics and Journalism and Literature & Language as a teaching subject major will be required to score 60% in Fiji Y13 English.
2.5 **Criteria for Admission with Standing**
A person seeking admission under Clause 2.2 (c) shall normally have completed a tertiary qualification for which USP credit transfers are allowable.

2.6 **Mature Student Admission**
(a) A person who does not meet the requirements in clauses 2.2 (a), (b), (c) or (e) may be admitted as a mature student to a specific programme if in the opinion of Senate or its delegate, they are considered likely to be able to complete the programme successfully.
(b) The decision of Senate or its delegate shall take into account the person’s academic background, and nature of their employment and experience.
(c) A mature applicant may be required to pass a course or courses that Senate may prescribe as a prerequisite for admission to a specific programme.

2.7 **Pre-degree Student Admission**
(a) To be admitted as a pre-degree student a person shall have:
   (i) passed a Form 6 or equivalent examination as outlined in Clause 2.8; or
   (ii) having not passed a Form 6 or equivalent examination must proceed as prescribed in Clause 2.9 below.
(b) A person admitted to the University under Clause 2.2 (e) shall be eligible to register only for courses at the pre-degree level until they have met the criteria required in any other section of Clause 2.2.

2.8 **Fiji Y12 Certificate Examination**
A person seeking admission under Clause 2.7 (a) (i) shall have:
(a) in the Fiji Y12 Certificate Examination in 2015 and thereafter, achieved
   (i) an aggregate of not less than 200 marks out of 400; and
   (ii) at least 50% in each of the four subjects, one of which is English; or
(b) in the SPBEA Pacific Senior Secondary Certificate, achieved
   (i) an aggregate of not more than 12 in English plus three other subjects, and
   (ii) not more than 4 in any of the four subjects; or
(c) completed studies at Form 6 level deemed equivalent by Senate or its delegate to 2.8 (a) to (b) above.

2.9 **Alternative Pathway to Foundation Studies from Y12**
**Fiji Y12 Certificate Examination**
Persons who wish to be admitted to a Foundation programme but fail to meet the admission requirements in 2.8 (a) above must first comply with the following requirements:

(a) **Persons Scoring 200 or More But Passed Less Than Four Fiji Y12 Subject(s)**
Persons who have taken the Senate-recognised Fiji Y12 Examination in 2015 and thereafter attain a score of 200 or more but pass fewer than four subjects, being 50% or more in one or more of the Fiji Y12 subject(s) shall be admitted to Unclassified Preliminary Studies.
Such persons will be required to register for the Preliminary course(s) equivalent to the Fiji Y12 subject(s) they failed and may be eligible to register for Foundation course(s) equivalent to the Y12 subjects passed provided their semester registration does not exceed four courses.
(b) Persons Scoring Less Than 200 But Passed Less Than Four Fiji Y12 Subject(s)

(i) Persons Scoring Between 180 and 199 in the Fiji Y12 Certificate Examination
Persons who have taken the Senate-recognised Fiji Y12 Examination in 2015 and thereafter and obtained between 180 and 199 but failed to obtain 50% or more in one or more of the Fiji Y12 subject(s) shall be admitted into Unclassified Preliminary Studies.
Such persons will be required to register for the equivalent Preliminary year-long course(s) of the Y12 subject(s):
• failed and or
• that they failed to attain the required subject pass mark(s) for foundation studies
may be eligible to register for Foundation course(s) equivalent to the Y12 subjects passed provided their semester registration does not exceed four courses.

(c) In addition to the above, subject to:
Persons scoring in Fiji Y12 English:
• between (40 and 49)% will be required to do LLP13
• less than 40% will be required to take LLP13 and LLP14

3.0 ADMISSION PROCEDURES

3.1 Persons seeking admission to the University for the purpose of pursuing a programme of study shall apply on the Application for Admission Form which may be obtained from University’s campuses or the USP website www.usp.ac.fj

3.2 An applicant shall provide the following documents with a signed copy of the Application for Admission Form:

(a) a certified copy of their birth certificate or passport or other legal document showing their names, date of birth, and citizenship (and if their current name is different from that on this document, their marriage certificate or other legal document concerning their change of name);
(b) certified copies of educational qualifications and transcripts; and
(c) other documents that may be required by the Vice-Chancellor or delegate or by individual Programme Admission Regulations.

3.3 The applicant’s signature on the Application for Admission Form indicates a declaration that the information on the form is complete and accurate.

3.4 All applications shall be received at University campuses by the following dates:
(a) for admission in Semester I, 31 December of the preceding year;
(b) for admission in Semester II, 31 May of the year in which admission is sought;
(c) or at a date specified by the University.

3.5 Late applicants shall be charged a Late Admission Application fee.

3.6 No person shall be admitted to more than one programme concurrently.

3.7 The University may, in any semester, decline to enrol any person in any programme of study, or register in any courses on the grounds of:
(a) insufficient resources; or
(b) insufficient academic progress by the person at this or any other University or tertiary institution.
4.0 CANCELLATION OF ADMISSION OR REGISTRATION

4.1 Senate or its delegate may, at any time decline or cancel any student’s admission to any programme or any student’s registration for any course if it is satisfied that evidence supplied in support of the application was untrue or misleading.

4.2 In the event that the admission is declined or cancelled subject to 4.1, the student may reapply after one (1) semester and that application shall be considered as a new application.

4.3 For existing students, the matter shall be referred to the Student Discipline Committee.

5.0 REGISTRATION

5.1 Registration for courses shall take place prior to the beginning of each semester.

5.2 Late registration shall be permitted
(a) until the first Friday of the semester; or
(b) until a date specified by the University.

5.3 Each student shall ensure, before they pay their fees, that:
(a) their proposed courses comply with the regulations for their programme;
(b) they are aware of possible lecture or laboratory timetable clashes.

5.4 Students shall notify the Student Administrative Services as soon as possible of any subsequent change in the information given at registration relating to name, address or other personal details.

5.5 Persons shall not be permitted to attend lectures, tutorials or laboratories or to use the University Library or any other facilities of the University until they have properly registered as students.

5.6 The applicant’s signature on a Registration Form or electronic consent at registration indicates a declaration that the information they have provided is complete and accurate and a promise that as a registered student they will abide by the statutes ordinances regulations and rules of the University.

6.0 RESTRICTIONS ON ENROLMENT

6.1 English Language Skills Assessment
(a) All new students shall sit the English Language Skills Assessment (ELSA) Test except students admitted to the following programmes:
   • Centre for Vocation and Continuing Education courses
   • Preliminary Programmes
   • Foundation Programmes
   • Postgraduate Programmes
(b) Students who have not achieved an ELSA score of 3.0 or better shall register for and pass EL001 before they register for any 200- or 300-level course.
(c) Students who have passed UU114 are not required to undertake ELSA or EL001 and may proceed to 200-level courses in addition to Clause 1.3(c) of the Bachelor Programme Requirements.
(d) All students admitted to degree programmes are required to at least pass 75% of their Programme course requirement at each level, including university courses, to progress to the next level. i.e. 75% of the 100-level courses required for the programme must be passed before progressing to the 200-level courses; 75% of 200 level courses required for the programme must be passed before progressing to 300-level.
6.2 Mathematics Skills Assessment
(a) All new students shall sit the Online Mathematics Diagnostic Tool (OMDT) Science, or the Online Mathematics Diagnostic Tool (OMDT) Social Science.
(b) Students must attempt, but are not required to pass, the test before progressing to their second year of study.

6.3 Students who fail a course
(a) Students who fail a course at the pre-degree or 100-level (other than 100-level Accounting courses) on three occasions, or at the 200- or 300-level or 100-level Accounting on two occasions, shall not be permitted to re-register for that course.
(b) Where the failed course is a core course for a major or minor or programme, the student will be excluded from the major or minor or from the programme.
(c) Notwithstanding clauses 6.3 (a) and 6.3 (b) above, a student’s request where a course is required for the student to graduate will require the approval of the DVC LTSS; only one such request will be allowed per programme and the course can be credited only once.

6.3 A student may register for a course previously passed in which case they may repeat the course once only and may count it for credit only once.

7.0 REGISTRATION FOR FLEXI-SCHOOL COURSES
7.1 To register for a flexi-school course a student shall be required to meet the requirements for admission to USP and to the relevant programme.
7.2 The deadline for the payment of fees for a flexi-school shall be 5 days prior to the first week of lectures for the course.
7.3 Late registration for flexi-school courses shall not be permitted.
7.4 Withdrawal without charge is due on the 5th working day from commencement of a flexi-school. Any withdrawal thereafter shall be liable for full fees.
7.5 Students who withdraw after the first lecture of the flexi-school course shall be liable for the full fees and an assessment.

8.0 CHANGE OF COURSES
8.1 Students wishing to change their courses after registration shall apply to Student Administrative Services or the Campus Director on the prescribed form or through the online registration system.
8.2 A student shall not normally be permitted to change courses after the first Friday of the semester.

9.0 CHANGE OF PROGRAMME OR MAJOR
9.1 Students wishing to change their programme of study or major shall apply to Student Administrative Services or the Campus Director on the prescribed form or through the online registration system.
9.2 Students on scholarships shall have the written approval of their sponsor to change their programme or major.
9.3 A student shall not normally be permitted to change programme or major after the first Friday of the semester.

10.0 WITHDRAWAL FROM COURSES
10.1 For the purposes of this regulation and the Ordinance on the Payment of Fees, Residential Charges and other Debts, the deadline for payment of fees means:
(a) Friday Week 6 of each semester; or
(b) a date specified by the University.
10.2 Students shall withdraw with no financial penalties as follows:
(a) in the case of students registered at Laucala, Emalus and Alafua Campuses by the second Friday of the semester;
(b) students who are registered at all other campuses by the deadline for the payment of fees for that semester.

10.3 Students who wish to withdraw from a course for which they do not wish to be assessed shall inform the Vice-Chancellor or delegate or nominee by Friday of week nine of the semester.

10.4 Students who comply with the requirements of Clauses 10.2 or 10.3 shall be recorded as having withdrawn from that course and their names shall be removed from the course lists.

10.5 Students who withdraw from a course without complying with either Clause 10.2 and 10.3 shall be recorded as having failed the course.

10.6 All students who withdraw after the deadlines stated in Clause 10.2 shall be charged full fees.

10.7 A student may be exempted from the requirements of 10.2 and 10.3 on the recommendation of the Head of School for the reason of ill health or other extenuating circumstances.

11.0 CANCELLATION OF REGISTRATION

11.1 Immediately after the deadline for the payment of fees the University shall cancel the registration of students who have failed to pay their tuition fees in full.

11.2 Students whose registration has been cancelled in accordance with Clause 11.1 shall not without the written authority of the Vice-Chancellor or delegate or nominee enter the campus or use any of the facilities of the University or attend lectures, tutorials or laboratories from the date of cancellation of their registration.

11.3 Students may have their registration revalidated if within one month of the cancellation of the registration in accordance with Clause 11.1. they pay in full:
(a) the tuition fees owed to the University; and
(b) the fee for revalidation of their registration.

11.4 Students whose registration has been cancelled in accordance with Clause 11.1. and who do not pay the fees in clause 11.3 within one month of the cancellation of their registration shall not be assessed for the course(s) nor allowed to attend lectures, tutorials or laboratories nor to submit coursework for assessment, nor to sit the final examination(s) in that semester.

11.5 Students whose registration has been cancelled in accordance with clause 11.1. and who do not pay the fees in clause 11.3 within one month of the cancellation of their registration shall not be permitted to register in a subsequent semester until they have paid the fees in clause 11.3 (a).

12.0 WITHDRAWAL FROM THE UNIVERSITY

A student who wishes to withdraw from the University shall complete the withdrawal procedure, which includes withdrawing from all courses for which the student has preregistered or registered, using the prescribed forms available from Student Administrative Services or the Campus Director.

13.0 RESUMING STUDIES

13.1 Students who withdraw from studies without completing their programme may request to resume studies at the University. Such students will submit their requests by email to the Student Administrative Services, or through the Student Online System, access to
which they will have during their absence from studies, subject to 14.2 below. Such students may resume studies in the programme they were last registered, prior to their withdrawal.

13.2 Students who are absent for 3 cumulative years will no longer have access to the University’s Student Online System.

13.3 Students in 12.0 above will apply by completing the necessary form if they wish to resume studies; their application will be treated as a new application and they will be required to provide information that was not previously provided to USP.

13.4 Such students will if they wish, be admitted to the programme in which they were previously enrolled but they will follow the most current programme structure. Credit for any course completed previously and deemed relevant to the new structure may be transferred.

14.0 AUDITING OF COURSES

14.1 The University may permit a limited number of persons to audit its courses where resources permit.

14.2 Auditing of courses shall be limited to attendance at lectures and there shall be no entitlement to attend tutorials, to take tests, to have assignments marked or graded or to use library facilities. (Persons who have been accepted to audit a course may however apply to become external borrowers under the normal Library Regulations).

14.3 Persons wishing to audit a course shall apply in writing on the prescribed form to the relevant Head of School stating their qualifications and the reasons for wishing to audit.

14.4 A decision to accept an applicant to audit a course shall only be made after the end of the first week of the semester.

14.5 Students whose applications are approved shall, on payment of the fees be issued with a letter (which shall be produced on demand) authorising them to attend lectures for the course(s) named therein.

14.6 A certificate of attendance may be issued at the end of the course on application in writing.

14.7 The fee will be determined based on the credit accrued in the course.

15.0 UNCLASSIFIED STUDIES

15.1 A student may apply to the University to take courses under Unclassified Studies that do not lead to the award of a certificate, diploma or degree.

15.2 Students enrolling for unclassified studies must meet normal admission requirements and prerequisites as appropriate, except where it is provided as a bridging programme for admission from Form 6 or Form 7.

15.3 A person who is not eligible to be admitted under Clause 14.2 may nevertheless be granted permission by the Dean or nominee to enrol as a student for Unclassified Studies taking into account the applicant’s previous academic history and relevant work experience.

15.4 Students for Unclassified Studies shall pay fees as if they were proceeding to the relevant degree, diploma or certificate.

15.5 The normal regulations for assessing and crediting of courses shall apply.

15.6 A student who has passed a course under Unclassified Studies may at a later date have this course credited towards a degree, diploma, or certificate.

15.7 Qualifying courses taken under Unclassified Studies as a pre-requisite to a particular programme will not be credited towards a qualification.
ASSESSMENT AND ASSOCIATED REGULATIONS

ASSESSMENT REGULATIONS

1 COURSEWORK

1.1 Allocation of Marks between Coursework and Final Examination
The award of a grade shall take into account performance in coursework and examination, or coursework only without any final examination for a course approved by Senate to be assessed in that manner. The final examination and the work assessed during the semester shall each constitute not less than 40% and not more than 60% of the allocation of marks upon which the final grade is based.

1.2 Deadline for the Submission of Student Coursework
(a) Students shall submit for marking the requirements of a course that form part of the continuous assessment process according to deadlines prescribed by the Course Coordinator not later than the last day of lectures for that semester.
(b) This deadline shall also apply to courses that are assessed entirely by coursework.
(c) In no circumstance, students to submit any coursework after the last day of lectures for that semester, but may, in exceptional cases, be granted by the Head of School until up to the following extended deadlines:
   (i) Pre-degree and Undergraduate Coursework Elements by the Director of the College of Foundation Studies or Head of School until the day before the published date of that semester’s Assessment meeting
   (ii) Postgraduate Coursework Elements by Head of School until the end of week before the enrolment week for the following semester.

1.3 Minimum Requirement for Courses
(a) Students may be required to attain a specified minimum standard of performance and participation (that shall be communicated to each student at the beginning of each course) in the continuous assessment and/or at the final examination.
(b) A student who fails to attain the specified minimum standard of performance and participation mentioned in Clause 1.3(a) shall be awarded a fail grade mentioned in Clause 7.1, not withstanding the fact that that student may have total marks for the continuous assessment and final examination which are equal to or greater than the pass mark.
(c) A student who fails to attain the specified minimum standard of performance and participation mentioned in Clause 1.3(a) shall not be considered for a Restricted Pass under Assessment Regulation 7.
(d) Science Laboratory Attendance
   Attendance at laboratory classes is compulsory. Students who fail to complete at least 75% of the practical requirements (including laboratory work) of a course shall be awarded a fail grade notwithstanding the fact that the student may have total marks for the continuous assessment and final examination which are equal to or greater than the pass mark.
(e) Attendance in Tutorial and Computer Laboratories

(i) To pass any course where tutorials and/or computer laboratories are required, students must attend at least 60% of these to be eligible to pass the course. Students who do not meet the 60% minimum requirement will fail the course under Clause 1.3 (b).

(ii) Students with valid extenuating circumstances for non-compliance must receive written approval from the Head of School for exemption from this regulation.

(iii) This regulation normally applies to face-to-face students.

(iv) Attendance in satellite tutorials and online discussion will be encouraged and monitored separately.

### 1.4 Publication of Coursework Marks

Total and itemised continuous assessment marks shall be published after Friday of Week 14 and before the beginning of the examination week so that students can check that the marks for each item have been correctly included and that the lecturer has calculated the total coursework mark correctly.

### 1.5 Conduct of Tests for Print Courses

(a) Tests for Print courses shall:

(i) be not less than one hour and not more than two hours in duration

(ii) be conducted no earlier than week five and no later than week eleven of the semester

(iii) start at 4pm Tuesdays to Fridays (Fiji time)

(iv) be provided to Student Administrative Services at least four full weeks before the scheduled test date

(b) A Print course shall not have more than two tests per semester.

### 2 ORGANISATION OF EXAMINATIONS

2.1 The examinations conducted by the University shall comprise such written, oral and practical examinations as the examiners, with the approval of Senate, may determine. All examination papers shall be moderated.

2.2 Teaching staff shall meet in their disciplines to assess the final examination papers (including those for special examinations and for flexi-school courses) for standards and coverage before they are sent to Student Administrative Services.

2.3 The examinations shall be held at the places and times specified in the examination timetables published by the authority of Senate, provided that no examinations shall be held on religious public holidays.

2.4 No student shall be examined in any course or part of a course at any time other than that set down in the timetable except with the permission of the Deans.

2.5 Students shall take the examination in the presence of a duly appointed supervisor.

2.6 An open book examination is a final examination in which students may bring into and use in the examination room specified textbooks and/or other course materials with the approval of the Dean. The approval of the Dean shall normally be obtained before a course that is partly assessed by an open book examination is taught.

2.7 The examination scripts shall be marked by the examiners who, after taking into consideration work done in the course by the student during the semester, shall report
the percentage mark and grade for the course as a whole for approval by the Faculty Assessment Board.

2.8 The scripts of students shall be stored securely by the examiners for a period of nine months.

3 MODERATION OF EXAMINATION PAPERS

(a) The examination paper will undergo the moderation process. The Heads of Schools/Unit will moderate the paper and processes to ensure that the questions are fair, at an appropriate level and test the specific required learning outcomes of the course.

During this process course coordinators are expected to produce the following:
1. Exam papers;
2. Course outline;
3. Detailed solutions for the questions; and
4. Detailed marking scheme.

The School/Unit Board is required to ensure that the following occur:
• Look at a sample of papers from the mean, top and bottom marks against the marking scheme to ensure that marking was fair;
• Find out from the markers if there were questions that majority of students did poorly in and see why this might have been so;
• Discuss possible reasons for either high or low failure rates;
• Any extra assistance provided by the course coordinators and the effectiveness of this;
• A brief report of this for each course be brought to the Assessment meeting with the results; and
• Consider all borderline cases in adherence to clause 7.2 of these Regulations.

4 EXAMINATION OF STUDENTS WITH DISABILITIES

4.1 Students with a profound visual impairment:
(a) shall sit their examinations in rooms separate from other students, and
(b) may use Braille typewriters or other approved enabling technologies and
(c) shall be allowed an additional 30 minutes writing time for each one hour examination time, and
(d) may be provided assistance to complete parts of answer sheets that they cannot fill in unassisted, such as multiple choice questions.

4.2 The guidelines for the preparation of an examination question paper for a course in which a reader of Braille is registered are that:
(a) a secure electronic copy of the examination question paper shall be provided to the Vice-Chancellor or delegate or nominee, who shall arrange for its translation into Braille.
(b) University staff approved by the Vice-Chancellor or delegate or nominee shall supervise the translation of the examination question paper into Braille.
(c) the examination question paper that has been translated into Braille shall be kept in safe custody by Student Administrative Services Assessment Section until the time of the examination.

4.3 Answering of examination questions by a reader of Braille shall be as follows:

(a) Where the examiner requires the answers to be written on the question paper or on special stationery such as a multiple choice answer sheet, an amanuensis shall write the answers given by the student.

(b) Where the examiner requires the answers to be written in a standard answer booklet, the student shall instead use a Braille typewriter or computer to do so.

4.4 The Braille answer scripts shall be handled as follows:

(a) The student’s answer script shall be collected by the examination supervisor and forwarded to Student Administrative Services.

(b) The answers shall be translated into ordinary print by a person under the supervision of University staff approved by the Vice-Chancellor or delegate or nominee.

4.5 A student with profound visual impairment or other disability may use an amanuensis (writer) with the permission of the Vice Chancellor or delegate or nominee.

4.6 For a student with any other type of physical impairment that may adversely affect his/her performance under ordinary examination conditions, examination procedures shall be determined by the Vice-Chancellor or delegate or nominee.

5 CONDUCT IN EXAMINATION ROOMS

5.1 Students shall obey all written examination instructions issued prior to or during an examination, and shall immediately obey all oral instructions of an examination supervisor.

5.2 No student shall have in an examination venue any written or printed material, any electronic or computing device capable of storing material, or any device that is capable of transmitting, storing or receiving messages, except:

(a) where the written or printed matter has been authorised by the examiner of the course; and/or

(b) where the use of the electronic calculator has been authorised by an examiner.

5.3 No student shall enter the examination room later than 45 minutes after the beginning of the examination, nor leave the room before one hour has elapsed from the beginning of the examination, nor leave the room during the last 15 minutes of the examination.

5.4 No student shall be readmitted to an examination room after they have left it unless during the full period of their absence they have been under approved supervision.

5.5 Students may read their examination papers for a period of not more than 10 minutes before the examination commences but may not begin writing their answers until the room supervisor announces that they may do so.

5.6 Students shall display their USP student identification cards or any other form of acceptable identification on their examination desks.

5.7 No student shall communicate with any other person (apart from an examination supervisor) in the examination room, nor copy or attempt to copy from another student’s answers. A student wishing to communicate with an examination supervisor shall raise their hand and shall communicate as quietly as possible.

5.8 No student may, in the examination room, smoke or consume food or drink (other than water from a non-spill container).
5.9 No student may continue writing an answer after the exam supervisor has announced the expiration of time. In no circumstances may any time over and above the time allotted to any paper be allowed to a student for reading over scripts or making any amendment or addition to scripts.

5.10 After an examination, no student shall communicate with an examiner in regard to an examination except through the Vice-Chancellor or delegate or nominee.

5.11 Where an examination supervisor or other competent authority has reasonable grounds to believe a student has broken any of the Assessment Regulations or examination rules or disobeyed a lawful examination instruction or has been guilty of other dishonest practice or misconduct with respect to an examination, that student shall be liable to:
   (a) be denied admission or re-admission to the examination room: and/or
   (b) have any illicit material and/or devices confiscated by the exam supervisor for the duration of the examination: and
   (c) have their partially-completed script confiscated and be given a fresh answer booklet; and/or
   (d) be required to move to a different desk: and/or
   (e) be required, at the end of the examination, to accompany the exam supervisor to the office of the Vice-Chancellor or delegate or nominee; and
   (f) be reported to the Vice-Chancellor or delegate or nominee.

5.12 Where an examination supervisor or competent authority has taken any of the actions in Clause 5.11, the alleged offender shall be dealt with by the Student Discipline Committee.

6 APPLICATION FOR AEGROTAT PASS, COMPASSIONATE PASS OR SPECIAL EXAMINATION

6.1 Students who are prevented from sitting the final examination through no fault of their own, or consider that their performance in the final examination will be or was seriously impaired, may make application to the Dean for consideration for the award of an Aegrotat Pass, Compassionate Pass, or to sit a special examination.

6.2 The application shall be made on the prescribed form, as soon as possible, and normally prior to the examination or no less than one week after the examination period. The application shall be supported by such evidence as the University requires.

6.3 Application for Aegrotat Pass
   (a) Students who will be or were prevented by illness or injury from presenting themselves at the final examination, or who consider that their performance in the examination will be or was seriously impaired by illness or injury, may apply for an Aegrotat Pass.
   
   (b) An Aegrotat Pass shall be given with the approval of the Faculty Assessment Board under the following conditions:
   
   (i) that the student furnish the Faculty Assessment Board with a medical certificate from a registered medical practitioner (at the major campuses, normally the University Medical Officer), along with the completed application for Aegrotat Pass form stating
      • the nature of the illness or injury in sufficient detail and in a form suitable for submission in cases of doubt, to another medical referee;
• the date that the medical practitioner examined the student; and
• that in the medical practitioner’s opinion the student was unable through illness or injury to sit the examination and/or that the student’s performance in the examination was likely to have been seriously impaired by illness or injury and that the student was not responsible for the said disability;

(ii) that the student achieve in the coursework a mark equivalent to a grade of at least a B; and

(iii) that the quality of any work that the student had completed in the affected examination, plus work in examinations not affected by illness or injury, be taken into account; and

(iv) that at major campuses, where the registered medical practitioner referred to in (i) above was not the University Medical Officer, that Officer be consulted as soon after as possible.

(c) The Chair of the Academic Programmes Committee may approve cases where a student’s coursework mark is lower than a grade of B (as required in (b) (ii) above) if this is recommended by the Faculty Assessment Board.

(d) In considering applications under this regulation it shall also be permissible to take into consideration the effect on the students’ performance during the semester of any illness or injury.

6.4 Application for Compassionate Pass

(a) Students who will be or were prevented from sitting the final examination by exceptional circumstances beyond their control and other than their own illness or injury, or who consider that their performance in the examination will be or was seriously impaired by the same circumstances may apply for a Compassionate Pass.

(b) A compassionate pass shall be given with the approval of the Faculty Assessment Board under the same conditions (with the necessary changes) as those in Clauses 6.3 (b) (ii), (iii) and (c).

(c) In considering applications for a Compassionate Pass, it shall be permissible to take into consideration the effect on the student’s performance during the semester of any exceptional circumstances beyond the control of the student.

(d) The Chair of the Academic Programmes Committee may approve cases where a student’s coursework mark is lower than a grade of B (as required in (b) (ii) above) if this is recommended by the Faculty Assessment Board.

6.5 Special Examination

(a) Approval may be granted by a Faculty Assessment Board for a student to sit a special examination in the following cases:

(i) if the student applies to sit a special examination rather than be considered for the award of an Aegrotat or Compassionate Pass, subject to compliance with the same conditions (with necessary changes) as those in Clauses 6.3(b) (ii), (check with previous years) (iii), 6.3(c). 6.4(b), 6.4(c): or

(ii) if the Faculty Assessment Board, on the recommendation of the Coordinator or lecturer of the course concerned, requires the student to sit such an examination notwithstanding the fact that the student may be eligible for the award of an Aegrotat Pass or Compassionate Pass.
(b) Where a special examination is approved for a student, the Coordinator or lecturer of the course shall set a new examination paper ensuring that the questions and problems in the new examination paper are different from but comparable to those used in the scheduled final examination.

(c) Where a student sits a special examination under the provision of Clauses 6.5(a)(i) or 6.5(a)(ii), the student shall not be considered subsequently for an Aegrotat or Compassionate Pass in that course in that semester.

(d) Where a student sits a special examination under the provision of Clause 6.5(a)(i) above, an examination fee shall be paid by the student before the examination is arranged.

(e) There shall be no examination fee if the student sits a special examination under the provision of Clause 6.5(a)(ii) above.

(f) The final assessment of students sitting a special examination shall be based on both coursework and examination and shall be graded.

(g) If a student is permitted to sit a special examination, the Dean in consultation with the Student Administrative Services shall decide the time and place of the examination.

(h) Where special examinations are required for students who have acquired a minimum of a ‘B’ grade in their coursework, this could be arranged either within the semester or the next time examinations are held. Students can sit the normal examination for any such course if it is offered in that Semester.

7 CONFIRMATION OF GRADES

7.1 Grading System

(a) The following grading system will be used by all faculties in awarding final grades for academic performance in a course:

<table>
<thead>
<tr>
<th>Grade</th>
<th>Percentage (%)</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>A+</td>
<td>85+</td>
<td>Pass with Distinction</td>
</tr>
<tr>
<td>A</td>
<td>78-84</td>
<td>Pass with Distinction</td>
</tr>
<tr>
<td>B+</td>
<td>71-77</td>
<td>Pass with Credit</td>
</tr>
<tr>
<td>B</td>
<td>64-70</td>
<td>Pass with Credit</td>
</tr>
<tr>
<td>C+</td>
<td>57-63</td>
<td>Pass</td>
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<tr>
<td>C</td>
<td>50-56</td>
<td>Pass</td>
</tr>
<tr>
<td>R</td>
<td></td>
<td>Restricted Pass</td>
</tr>
<tr>
<td>Aeg</td>
<td></td>
<td>Aegrotat Pass</td>
</tr>
<tr>
<td>Comp</td>
<td></td>
<td>Compassionate</td>
</tr>
<tr>
<td>Pas</td>
<td></td>
<td>Pass or Competent</td>
</tr>
<tr>
<td>S</td>
<td></td>
<td>Satisfactory</td>
</tr>
</tbody>
</table>

Note: Pas and S are used in circumstances where graded passes are inappropriate such as in postgraduate thesis and Professional Diploma in Legal Practice.
Fail Grades

<table>
<thead>
<tr>
<th>Grade</th>
<th>Percentage (%)</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>D</td>
<td>40-49</td>
<td>Work below the standard required for a pass. This grade will also be awarded for failure to meet course minimum requirement</td>
</tr>
<tr>
<td>E</td>
<td>40 (less than)</td>
<td>Very weak performance or failure to complete to the satisfaction of the examiner such practical, field or other work as may be prescribed</td>
</tr>
<tr>
<td>NC</td>
<td></td>
<td>Not completed</td>
</tr>
<tr>
<td>NV</td>
<td></td>
<td>Null and Void: This is awarded for plagiarism or dishonest practice</td>
</tr>
<tr>
<td>U</td>
<td></td>
<td>Unsatisfactory</td>
</tr>
<tr>
<td>Fail</td>
<td></td>
<td>Not Competent</td>
</tr>
</tbody>
</table>

Note: Fail and U correspond with Pass and S above respectively.

Provisional Results:

I  Incomplete
IP In Progress
SE Special Exam Granted

(b) Students shall be awarded an Aegrotat or Compassionate Pass if they satisfy the conditions prescribed in Clauses 6.3 or 6.4 of these Regulations respectively.

(c) Students may be awarded a Restricted Pass if they satisfy the conditions prescribed in Clause 8.

(d) Students who have been granted an extension of time past the last day of lectures to complete work required for the final assessment of their course shall be awarded the provisional grade of I (Incomplete) for an undergraduate or postgraduate course assessed by coursework, or IP (In progress) for a Supervised Research Project or thesis for a Master’s degree or a thesis for a PhD degree. At the end of the period of extension the Faculty Assessment Board shall determine a final grade.

(e) Students who have not submitted their master’s or PhD thesis or Supervised Research Project by the end of the maximum period of candidature prescribed in the regulations shall be awarded the grade of NC (Not completed).

### 7.2 Double Marking of Borderline Cases

The following procedures, which shall be completed before the Faculty Assessment Board, shall be followed in the case of students who have failed a course by not more than 2% (borderline cases):

(a) The initial marker of the course shall review all borderline cases.

(b) If, as a result of the review by the initial marker, the student’s grade has not changed to a pass grade the Head of School shall appoint another lecturer (appointed reviewer) from within the same school or department to review the cases.

(c) If, as a result of the review by the appointed reviewer, the student’s grade has changed the appointed reviewer shall confer with the initial marker before the Head of School approves the change in the marks.
(d) In a case where the Head of School is the initial marker, the next most senior person in the school or department shall approve the final mark.

7.3 **Assessment Meetings**

There shall be, for each school, an Assessment Meeting which the Head of School shall chair and which all Course Coordinators as appropriate shall attend. The Assessment Meeting or the Chair in between meetings, shall, for all credit courses offered by that School:

(a) consider for approval final results (coursework, cut-off points, distribution of grades, etc.) and the award of appropriate grades, including the reconsideration of course grades;

(b) consider for approval the award of Aegrotat and Compassionate Passes in accordance with Clauses 6.3 and 6.4 (relating to cases where the coursework of a student is at least a 'B' grade);

(c) consider for approval applications for special examinations in accordance with Clause 6.5;

(d) make recommendations about the award of Restricted Passes;

(e) make recommendations about the award of Aegrotat and Compassionate Passes, and for special examinations in accordance with Clauses 6.3, 6.4, and 6.5 of these Regulations (relating to cases where students’ coursework grades are below B grade) to the Faculty Assessment Board.

7.4 **Responsibilities of the Chair of the Faculty Assessment Board**

The Chair of the Faculty Assessment Board shall:

(a) consider recommendations from the School Assessment Meeting for award of Aegrotat and Compassionate Passes, and for special examinations in accordance with Clauses 6.3, 6.4, and 6.5 of these Regulations (relating to cases where students' coursework grades are below B grade);

(b) consider recommendations from the School Assessment Meeting for award of Restricted Passes.

7.5 **Responsibilities of the Chair of the Academic Programmes Committee**

The Chair of the APC is responsible for overseeing the academic progress to graduation of students undertaking award programmes.

7.6 **Notification of Students' Results**

Official notification of the grades as approved by the Faculty Assessment Board, shall be issued to each student by the Student Administrative Services within three (3) working days. Course Coordinators will also be required to submit their assessment online in Moodle.

8 **RESTRICTED PASS FOR A COMPLETING STUDENT**

8.1 A Restricted Pass for a failed course shall be awarded to a potentially graduating student who has passed in their final semester all but one of the courses required for the programme, provided that:

(a) the total marks for the failed course are within 5% of the pass mark; and

(b) the student has met the specified minimum standard of performance and participation (as mentioned in Clause 1.3 (c) of these Regulations).
8.2 A Restricted Pass in a course shall not entitle a student:
(a) to register for any course for which that course is a prerequisite; or
(b) to be awarded a credit transfer for that course.
8.3 A student granted a Restricted Pass may re-register for the same course under a
different programme or Unclassified Studies) in an attempt to obtain a higher grade.

9 RECONSIDERATION OF COURSE GRADES
9.1 Students may have their grade for any course reconsidered, normally by a lecturer other
than the original marker, or where this is not practicable, by the Head of the relevant School.
9.2 Applications for reconsideration of course grades shall be sent by the student on the
prescribed form to the Vice-Chancellor or delegate or nominee within four weeks of the
date of official release of the particular course result in the case of on-campus courses
and within eight weeks in the case of distance and flexible learning courses.
9.3 Applications for reconsideration of course grades shall be accompanied by the
prescribed fee. The fee for reconsideration of a course grade shall be returned to the
student if, as a result of the reconsideration, the grade for the course is raised.
9.4 Reconsideration of a course grade shall include:
(a) a careful check that the total examination mark has been accurately transcribed
   within the weightings (% coursework vs % final examination) previously established
   by the examiner;
(b) a careful check that each examination question and part question was read by the
   marker and given an appropriate mark;
(c) a careful remarking of each examination question and part question;
(d) a careful check that the coursework mark has been accurately transcribed within
   the weightings previously established by the examiner; and
(e) a careful computation of the marks awarded for all coursework.

10 COMPLETION OF PROGRAMME AND GRADUATION
10.1 Students who wish to be considered for an upcoming graduation ceremony must fill in
the Completion of Programme form and submit it to Student Administrative Services or
their Campus Administration Office by the dates stipulated by the University.
10.2 Completion of Programme forms will be assessed by Student Administrative Services
against the programme requirements listed in the relevant Handbook and Calendar.
10.3 For credit transfers awarded from an outside institute, students must provide this
information together with their Completion of Programme form to Student Administrative
Services for consideration in consultation with the Faculties.
10.4 If a student is exempt from a course requirement including a substitution by another
course, this Substitution/Exemption approval must be approved by the Faculty Dean and
given to Student Administrative Services when the student enrolls for that substituted
course. This must be done during the course of their study.
10.5 Students will be informed of the status of their application via written (or email)
communication from Student Administrative Services or their Campus Administration
Office.
10.6 After receiving approval to graduate, students must ensure that all fees and penal liabilities (financial, accommodation, disciplinary, etc.) are cleared.

10.7 Graduands will receive their certificate/testamur and one free copy of their official transcript at their approved graduation ceremony. Those who graduate in absentia can collect their certificate and transcript within a week following the graduation ceremony. Otherwise the certificates will be mailed to them.

10.8 The certificate/testamur will only be awarded once and is not normally reprinted if lost or damaged after it has been presented to the graduands.

11 RELIEF OF ACADEMIC HARDSHIP REGULATIONS

11.1 Relief of Academic Hardship may be granted by the Chair of Academic Programmes Committee where a student has shown:

(a) that because of a documented misinterpretation by an authorised member of the University staff of a university statute or regulation relating to programme requirements, the courses they had completed were not in accordance with the regulations governing that programme, and hardship would be caused if the student were compelled to comply with the full requirements of the regulations; or

(b) that because of a documented error on the part of the University (such as loss of an examination script or assignment, the receipt of which had been recorded by an employee or agent of the university) a student’s marks did not accurately reflect their total academic performance causing hardship.

11.2 The decisions in all cases considered under this regulation, regardless of whether relief was granted or declined, shall be reported to Academic Programmes Committee.
1.0 GRADE POINTS

1.1 The following convention shall be used for converting letter grades to numerical values for the calculation of a student’s grade point averages (GPAs), including the cumulative grade point average, semester grade point average and annual grade point average:

- A+ 4.5
- A 4.0
- B+ 3.5
- B 3.0
- C+ 2.5
- C 2.0
- R 1.5
- D 1.0
- E 0
- Ex 0

1.2 The following final grades shall not be included in the calculation of a GPA:
   (a) an aegrotat pass
   (b) a compassionate pass
   (c) a credit transfer
   (d) the grades SE, Fail, NC, NV, Pas, S and U
   (e) a grade for ELOO1.

2.0 GRADE POINT AVERAGE

2.1 The GPA shall be the sum of all grade points achieved divided by the number of courses attempted in adherence with a Senate-approved programme.

3.0 ACADEMIC PROGRESS GRADE POINT AVERAGE (APGPA)

3.1 The APGPA shall be the sum of all grade points achieved, divided by the number of courses attempted within a Senate-approved programme. Where a student repeats a course, only the highest grade achieved for that course shall be included in the calculation of the APGPA.

3.2 For those returning from academic suspension, the consideration of progress for the APGPA shall be the sum of all grade points since resumption.

4.0 SEMESTER GRADE POINT AVERAGE

4.1 The semester grade point average (SGPA) shall be the sum of all grade points achieved in a particular semester divided by the number of courses attempted in that semester.

4.2 The results for 30-week courses shall be included in a SGPA calculation for Semester II only.
5.0 UNSATISFACTORY PROGRESS IN PRE DEGREE OR UNDERGRADUATE STUDIES
Unsatisfactory progress in pre-degree or undergraduate studies is defined as the achievement of an APGPA of less than 2.0.

6.0 REVIEW OF PRE-DEGREE AND UNDERGRADUATE STUDENT PROGRESS
6.1 Initially pre-degree and undergraduate student progress shall be assessed after they have attempted at least six courses.
6.2 Subsequently student progress shall be assessed on the basis of their CGPA at the end of each academic year.
6.3 Students whose progress is deemed to be unsatisfactory (as defined in Regulation 5 above) but have:
   (a) an APGPA of at least 1.5 but below 2.0 shall be put on probation for one year
   (b) an APGPA of less than 1.5 shall be suspended for one semester.
6.4 Students who at the end of their first probationary period:
   (a) attain an APGPA of 2.0 or better shall cease to be on probation;
   (b) fail to attain an APGPA of 2.0 or better shall be suspended for one semester;
6.5 Students who at the end of their second probationary period fail to attain CGPA of 2.0 shall be suspended for one semester.
6.6 Students whose progress again becomes unsatisfactory (as defined in Regulation 5 above) after their first suspension shall be suspended for two further semesters.
6.7 Students whose progress, after resumption following their second suspension, again becomes unsatisfactory (as defined in Regulation 5 above) shall be excluded from the University for a minimum of five years, after which they may apply to be readmitted.

7.0 REVIEW OF POSTGRADUATE STUDENT PROGRESS
7.1 For students undertaking coursework towards a postgraduate certificate, diploma or a master’s degree, progress must be evaluated at the midpoint in the programme and then again at the end of each subsequent semester until completion, by the relevant Faculty/section research office.
7.2 A postgraduate student whose progress is deemed unsatisfactory may be placed on probation for a semester.
7.3 A postgraduate student who, at the end of their first probationary period, has again made unsatisfactory progress shall be excluded from their current postgraduate programme indefinitely.

8.0 UNSATISFACTORY PROGRESS IN POSTGRADUATE STUDIES
8.1 Coursework
Unsatisfactory progress for students undertaking coursework leading to the award of a postgraduate certificate, diploma or a master’s degree is defined as failure to achieve a CGPA in postgraduate taught courses of at least 2.0.
8.2 Thesis or Supervised Research Project
Unsatisfactory progress for students undertaking work for a thesis or Supervised Research Project shall be determined by Senate or its delegate. In coming to a decision Senate or its delegate shall take into account:
(a) semester progress reports required of the student by Clause 19 of the Master’s degree Programme Regulations or of Clause 4.2 of the Programme Regulations for the degree of Doctor of Philosophy;
(b) any special conditions attached to the student’s enrolment in the degree; and
(c) whether the student was a part-time or full-time student.

9.0 APPEALS
9.1 Students who have been suspended or excluded under the Unsatisfactory Progress Regulations may appeal on the prescribed form to the Vice-Chancellor or nominee. Students shall appeal within two weeks of the date of the University’s letter of notification of the decision. If in his or her opinion there are exceptional circumstances, the Vice-Chancellor may direct that a late appeal shall be considered.
9.2 Students appealing shall be entitled to make submission in writing only, setting out clearly the reasons, with appropriate supporting documents, why they should not be suspended or excluded.
9.3 The Academic Programmes Committee or the appropriate Committee at the Alafua or Emalus Campus shall consider such appeals. That committee may confirm the student’s suspension or exclusion, or waive it and allow the student to continue with their studies under such conditions as the relevant committee may consider necessary.
9.4 The decision of the Academic Programmes Committee or the appropriate Committee at Alafua or Emalus Campus shall be final.

10.0 RESTRICTION ON ENROLMENT DURING ACADEMIC PROBATION, SUSPENSION OR AFTER EXCLUSION
10.1 Students on academic probation as defined by clause 5.3(a) shall be required to take only 50% of normal fulltime load.
10.2 Students who have been excluded from a postgraduate programme under the provisions of these regulations shall be permitted to seek admission to another postgraduate or undergraduate programme.

11.0 RESUMPTION OF STUDIES
Persons who have been suspended under these Regulations and who wish to apply to resume their studies shall do so using the prescribed forms by the prescribed dates. These are available from Student Administrative Services, Campus Directors and the USP website.
REGULATIONS GOVERNING ACADEMIC MISCONDUCT

These regulations should be read in conjunction with the University Student Discipline Ordinance and Regulations, the Academic Honesty Policy [Policy No. 3.4.2] and the University Copyright Compliance Guidelines [Policy No. 3.4.5].

1.0 What is Academic Misconduct?

Academic misconduct occurs where students use dishonest practices (such as cheating or plagiarism) in carrying out academic work (coursework, assignments or examinations). Minor academic offences are dealt with in the faculties. Serious cases are referred to the Student Disciplinary Committee, which reports to Senate.

All written work submitted for a course, except for acknowledged quotations, must be expressed in the student’s own words, with proper referencing of borrowed ideas. Students must not submit coursework that has been completed dishonestly using any of the dishonest practices described below.

Where a member of academic staff has reasonable grounds to believe that a student is guilty of academic dishonesty in coursework, assignments, research theses or examinations one or more of the penalties detailed in 3.0 below may be imposed.

Academic Dishonesty includes plagiarism, collusion and cheating when preparing coursework, assignments, research theses or sitting an examination.

(i) Plagiarism

Plagiarism is the copying of another person’s creative work and using it as one’s own - without explicitly giving credit to the original creator. Work copied without acknowledgement from a book, from another student’s work, from the internet or from any other source is plagiarism.

Plagiarism includes the following:

(a) Copying of the published or unpublished words of another writer without acknowledging the source using acceptable reference citation methods. Thus, to; ‘cut and paste’ from internet sources or ‘lift’ sentences, ideas and sections from a textual source qualifies as plagiarism.

(b) Lifting or cutting and pasting extracts without quotation marks or appropriate acknowledgement of sources.

(c) Paraphrasing of content and ideas without proper acknowledgement of the source.

(d) The use of images, diagrams, photographs and material from blogs and social networks, without acknowledgement.

(e) Copying part or all, of another student’s assignment. In this instance, ‘student assignment’ refers to a piece of academic work submitted for assessment purposes for any course, in past or current years at any educational institutional including USP or any other university.

(ii) Collusion

Collusion means working with someone else to deceive or mislead to gain an unfair academic
advantage. It includes;

(a) Submission of a paper that has been written by an author other than the author credited for that piece of writing. This includes the use of paid services of a student, or any other person that has been solicited for that purpose.

(b) Facilitating or enabling another student to plagiarise in any way.

(iii) Cheating

Cheating involves acting in any way that directly contradicts the explicit rules and guiding principles of that form of assessment. It applies in any form of examination including short tests, quizzes and final examinations.

Cheating includes (inter alia):

(a) Doing anything to gain an unfair or illicit academic advantage in an examination;

(b) Possessing, referring to or having access to any material, or to access the internet ‘crib’ notes or device containing information directly or indirectly related to the subject matter under examination other than what is explicitly approved for examination purposes;

(c) Using a cell phone to communicate with any other student or person inside or outside the examination venue;

(d) Copying from another student in a test or examination; enabling another student to cheat in a test or examination;

(e) Soliciting a person to sit a test or final examination in place of the student enrolled; sitting a test or final examination in the place of another student;

(f) Manipulation of scores in tests or examination or in any other form of assessment; and

(g) Enabling another student in any or a combination of any of the above.

2.0 Procedures for Dealing with Academic Misconduct

(i) Plagiarism or Collusion

(a) When a marker suspects a student of plagiarism or collusion, the piece of academic work MUST be brought to the attention of the course coordinator concerned.

(b) The course coordinator will endeavour to locate the sources from which this student has plagiarised. If satisfied that the student has plagiarised, the course coordinator will collate the evidence of the breach for record purposes and submit the evidence at the earliest opportunity to the Head of School (HOS). It will include a copy of the academic work and a list of sources, page numbers and/or copies of the plagiarized sources.

(c) The student will be notified by the Head of School and issued with an official letter stating the allegations and giving him/her the opportunity to present his/her case.

(d) If the HOS is satisfied that the student has engaged unknowingly in such behaviours, he/she may implement a penalty according to the provisions of 3.0 below.

(ii) Cheating

Every effort must be made to ensure that an acceptable test, examination and assessment environment is provided for such tasks. This includes an uncrowded adequate seating arrangement and test supervision during such tasks.
(a) A student who is found in breach of the rules and regulations of the assessment task assigned shall be answerable initially to the coordinator of the course. The supervisor of the activity shall remove the student from the assessment task at the point of discovery and make a written complaint to the coordinator of the course.

(b) A proven case of cheating will be penalised according to the schedule in 3.0 below.

(iii) Mandatory use of Turnitin – plagiarism detection software

(a) Students are required to submit all written work through Turnitin via Moodle online to check their work for originality and to ensure that appropriate referencing and citation is used. Turnitin currently accepts the following file types for upload:

• Microsoft Word™ (DOC and DOCX),
• Corel WordPerfect®,
• HTML,
• Adobe PostScript®,
• Plain text (TXT), Rich Text Format (RTF),
• Portable Document Format (PDF), and
• Microsoft PowerPoint (PPT, PPTX, and PPS).

(b) Students are actively encouraged to use Turnitin to check drafts of their written work to improve their writing and guard against unintentional plagiarism. Submitting other students’ work is strictly not allowed.

(c) All Turnitin reports will be reviewed. A score of 20% or more on Turnitin will trigger a discussion between the course coordinator and student with consequences if plagiarism is proven. In some cases work with a score of 20% or less can still contain significantly plagiarised content e.g. 10-15% from one source, to which penalties will apply if proven.

For more information please visit http://www.usp.ac.fj/index.php?id=2838

3.0 Penalties for Academic Misconduct

(i) A suspected case of academic misconduct will be reported in writing to the course coordinator, Head of School, and Dean of Faculty.

(ii) The penalties imposed for proven cases of misconduct shall be applied consistently to all courses as follows:

(a) First offence – written warning and re-submission of the work. Failure to re-submit will result in a zero mark in that work.

(b) Second offence in the same or any other course – a second written warning will be issued and will result in zero mark for the submitted work.

(c) Third and subsequent offence in the same or any other course, will result in zero mark for the submitted work and the course, and mandatory reporting to the Student Discipline Committee.

(d) Any offence for which there is clear evidence of a deliberate attempt to ‘cheat’ Turnitin, will result in zero mark for the submitted work and the course, and mandatory reporting to the Student Discipline.
(iii) Significant and repeat offences will be referred to the University’s Student Discipline Committee, which can:

(a) Impose a fine not exceeding FJD500
(b) Prohibit the student from using any of the University’s library and computing network facilities for a period not exceeding twenty-eight days;
(c) Recommend to the Vice-Chancellor that a student’s enrolment be suspended for any period and on terms considered necessary by the committee;
(d) Recommend to the Vice-Chancellor that the student’s enrolment be terminated, i.e. expulsion from the University.

4.0 Register of Deliberate Academic Misconduct

When a finding of misconduct is made against a student, this finding is recorded on his/her student record AND in a Register of Deliberate Academic Misconduct

(a) A Register of Deliberate Academic Misconduct records the details of all cases where students have been proven to have engaged in deliberate academic misconduct in their coursework and/or examinations, and have received an academic penalty as a result;
(b) Details of each case are recorded on a paper form, which includes a student declaration, and the student receives a copy of the completed and signed form once the case is closed. Information from the form is then entered into the electronic Register;
(c) After a deliberate offence is confirmed, the Register will be consulted to assist in determination of an appropriate penalty. The Register will be able to identify repeat offenders, with the risk that these students will receive more severe penalties for repeat offences;
(d) Use of the Register is covered by strict protocols. Staff access is limited to a small number of authorised users, and there is no student access. The record of offence will normally remain in the Register until one year after the student graduates.

Students are permitted to apply for a review of any academic penalty to the Student Discipline Committee or, if the penalty has been imposed by the Student Discipline Committee itself, to an ad hoc committee of the Academic Programmes Committee (APC) of the University.

CODE OF ACADEMIC HONESTY

The University will ensure that all students receive the University Academic Honesty Policy, before they are required to sign online, the University Code of Academic Honesty.

Every student enrolled in any course or programme offered by USP is required to sign the University Code of Academic Honesty prior to commencing his/her first course and comply with the rules and regulations of the University as contained in the Official USP Handbook and Calendar.

It is the policy of the University of the South Pacific to penalise students who are proven to use dishonest practices in carrying out their academic coursework and examinations
CODE OF ACADEMIC HONESTY

Valuing the Educational Experience: Upholding Academic Excellence
The University of the South Pacific

As a student, I agree to uphold the rules and regulations of the University of the South Pacific (USP). In pledging my agreement to this Code of Academic Honesty Policy No. 3.4.2, I will strive to uphold the highest standards of excellence in accordance with the core values of integrity, honesty and ethics. In so doing, I embrace my position within the university community and will strive to embody USP values. Specifically, by signing this statement;

I declare that:
• I have read the USP Academic Honesty Policy (S2/11/3.1) and;

I agree to:
• abide fully by the USP Academic Honesty Policy (S2/11/3.1), and
• accept full responsibility should it be proven that I have violated this policy.

Name: ________________________________________________________

Signature:  ________________________________________________________

Student ID#:  _________________________ Date: ________________________
Credit transfer is a process for enabling students to have their learning experiences (typically whole courses but not necessarily) from another faculty or higher education institution recognised as equivalent in content and, particularly, learning outcomes to those within USP’s educational offerings.

1.1 Application

Applications for credit transfer for students registered at the Laucala campus shall be processed at Student Administrative Services, but Schools and Departments shall provide assistance at the request of Student Administrative Services to determine particular applications. Applications for credit transfer from students registered at campuses other than Laucala, shall be processed by the relevant campus and will follow the Procedures for Credit Transfer for Regional Campuses.

Students applying for credit transfer for courses passed elsewhere shall provide all information relating to previous studies such as:

a) Course outlines with readings, assessment and other critical information
b) Official copy of grade report or transcript from institution at which the course was undertaken. The above information should be either in original format or certified copy of the original.

The information will be submitted with an application for credit transfer to the Student Administrative Services.

1.2 Criteria for Credit Transfer

The following criteria shall govern processes for the transfer of credits:

(a) Where the examinations passed or credits gained elsewhere or at USP for another programme substantially correspond with, or are equivalent to, courses in a programme of study in which the student is enrolled at USP, specified credits may be awarded.

(b) Where examinations passed or credits gained elsewhere or for another programme of study at USP do not correspond with, but are relevant to, courses in a programme of study in which a student is enrolled at USP, a limited number of unspecified credits may be awarded depending on the structure of the programme of study concerned.

(c) For MBA, 20% credit transfer of any other equivalent programme is allowed.

1.3 Approval of Credit Transfer

The transfer of specified or unspecified credits shall be made by:

(a) The Vice-Chancellor or delegate or nominee, where necessary in consultation with appropriate Schools, up to the limit in Clause 1.4 (a) below.

(b) The Academic Programmes Committee in exceptional cases where it is deemed
necessary to exceed the limit in Clause 1.4 (a) below.

1.4 Restrictions on Number of courses to be transferred

The following restrictions shall apply when transferring credits

(a) Not more than 50% of the courses in the new programme may be credited, except where internal programmes have been approved by the Senate to stair-case from a lower to a higher programme.

(b) No course may be transferred towards vocational requirements in a programme if the course does not have appropriate practical training elements.

(c) Credits may be transferred once only, except:

(i) Where a course is part of an internal programme that has been approved by the Senate to stair-case to a higher programme where the course is also required; or

(ii) Where they are non-USP courses which have been transferred as credits for a USP programme, they may be credited again for a higher USP programme in the same discipline if they are required courses for that higher programme.

1.5 Appeals

Students may appeal against the outcome of their applications provided that an appeal shall be lodged in writing, addressed to the DVC LTSS, together with a copy of the receipt for the appropriate fees per appeal. The appeal shall be received by the DVC LTSS no later than four weeks after the result of the original application was sent to the applicant.

1.6 Approved credits transferred from other Qualifications

a) Fiji Institute of Technology, Fiji College of Advanced Education, Lautoka Teachers College, Fiji College of Agriculture

Credit Transfers approved under institutional arrangements with the Fiji Institute of Technology, Fiji College of Advanced Education, Lautoka Teachers College and Fiji College of Agriculture are currently being reviewed.

Applications received from students who have completed programmes at the above institutions will be considered on a case by case basis by the Faculties concerned.

Procedures for applying shall follow those in Regulations 1.1.

b) Fiji National University

For holders of the Fiji National University (FNU) Advanced Diploma in Mechanical Engineering and Advanced Diploma in Engineering (Electrical and Electronics), the following 100-level courses comprising the first year will be transferred to the Bachelor of Engineering (Electrical and Electronics) and the Bachelor of Engineering (Mechanical):

EE102, MA111, MA112, MM101, MM103, PH102, CS111 and UU114
(c) Hango Agricultural College (HAC)

Students who have passed the HAC courses listed below and are enrolled in the BAg programme may be awarded the following USP credits:

<table>
<thead>
<tr>
<th>HAC Courses</th>
<th>USP Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>HAC3.21 Farm Business Management; plus</td>
<td></td>
</tr>
<tr>
<td>HAC3.22 Agriculture in Tongan Economy</td>
<td>AG111</td>
</tr>
<tr>
<td>HAC1.05 Soil Science; plus</td>
<td></td>
</tr>
<tr>
<td>HAC2.05/HAC2.06 Soil and Fertilizers</td>
<td>AG124</td>
</tr>
<tr>
<td>HAC1.07 Agricultural Machinery</td>
<td>AG134</td>
</tr>
<tr>
<td>HAC3.07 Horticultural Technology; plus</td>
<td></td>
</tr>
<tr>
<td>HAC3.08 Post Harvest Horticulture</td>
<td>AG164</td>
</tr>
<tr>
<td>HAC1.07 Horticultural Production 1; plus</td>
<td></td>
</tr>
<tr>
<td>HAC2.07 Horticultural Production</td>
<td>AG165</td>
</tr>
<tr>
<td>HAC1.13 Animal Health; plus</td>
<td></td>
</tr>
<tr>
<td>HAC3.13 and HAC3.14 Animal Production and Health</td>
<td>AG172</td>
</tr>
</tbody>
</table>

(d) Solomon Islands College of Higher Education (SICHE)

For a holder of the following qualifications awarded by SICHE, the credits shown shall normally be awarded:

(i) Certificate in Business and Administration: MG101
(ii) Certificate in Business and Finance: AF101
(iii) Certificate in Tropical Agriculture: to be confirmed.
(iv) Diploma in Administration: AF101, IS121, EC101 or EC102, MG101
(v) Diploma in Finance: AF101, AF102, IS121, EC101 or EC102, MG101

(e) Tonga Institute of Higher Education (TIHE)

For a holder of the following qualifications awarded by TIHE, the credits shown shall normally be awarded:

(i) Certificate in Computer Science

<table>
<thead>
<tr>
<th>TIHE Courses</th>
<th>USP Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>IT131 Mathematics for Science</td>
<td>MA102</td>
</tr>
<tr>
<td>IT133 Introductory Statistics</td>
<td>MA131</td>
</tr>
<tr>
<td>IT141 Information Systems</td>
<td>IS121</td>
</tr>
<tr>
<td>IT142 Introduction to Programming</td>
<td>IS122</td>
</tr>
<tr>
<td>IT151 Introduction to Programming (Java)</td>
<td>CS111</td>
</tr>
<tr>
<td>IT152 Data Structures and Algorithms</td>
<td>CS112</td>
</tr>
</tbody>
</table>
(ii) **Certificate in Information Systems**

TIHE Courses | USP Credits
---|---
IT133 Introductory Statistics | MA131
IT141 Information Systems | IS121
IT142 Introduction to Programming | IS122

(iii) **Certificate/Diploma in Accounting**

TIHE Courses | USP Credits
---|---
NAP721 Business Statistics | EC103
NAP722 Economics for Business | EC100
Certificate in Accounting | AF100, AF121
Diploma in Accounting | AF101, AF102, AF108, AF121, FM101
AGC00A plus AGC00B | Industry Based Work Experience 12 weeks extra-mural practical work

(v) **Diploma in Computer Science**

TIHE Courses | USP Credits
---|---
IT235 Discrete Mathematics | MA161
IT244 Database Management Systems | IS222
IT253 Computer Organisation | CS211
IT254 Design and Analysis of Algorithms | CS214

(vi) **Diploma in Information Systems**

TIHE Courses | USP Credits
---|---
IT244 Database Management Systems | IS222
IT245 Management Information Systems | IS221
IT256 Advanced Programming (VB.Net) | IS224
IT262 Principles of Management | MG101

(f) **Other Recognised Teachers’ Qualifications in the USP Region**

The School of Education normally awards credits for qualifications obtained from regional higher education institutions, towards the Bachelor of Education. Applications for credit transfers received from students who have gained qualifications from regional higher education institutions will be considered on a case by case basis by the School of Education, taking into account any collaborative provisison partnership agreements in place.
(g) **New Zealand Certificate in Business (NCB)**

For a holder of the New Zealand Certificate in Business, the following credit transfers shall normally be awarded:

NCB Course USP Credits

101 Accounting Practices AF101 120 Economic Environment EC100 130 Organisation and Management MG101 202 Management Accounting AF102 220 Managerial Economics EC102

(i) **University of Technology (UNITECH) in Papua New Guinea**

For a holder of a UNITECH Diploma in Business Studies, the following five credits shall normally be awarded: AF101, AF102, EC101, MA101 and MG101

h) **UNILEARN Programmes**

<table>
<thead>
<tr>
<th>Course</th>
<th>USP Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Introduction to Computing</td>
<td>IS121</td>
</tr>
<tr>
<td>Academic Literacy</td>
<td>LLF11</td>
</tr>
</tbody>
</table>

i): **Credit Transfer to the LLB**

From the USP Certificate in Law: One non-Law course in Year I and one optional law course at 300-level.

From the USP Diploma in Law: Two optional non-Law courses in Year I and two optional law courses at 300-level.

(j) **Tupou Tertiary Institute (Whitireia Community Polytechnic) TTI (WCP)**

For a holder of the TTI (WCP) Diploma, the following USP Credits may be awarded:

<table>
<thead>
<tr>
<th>TTI (WCP) Accounting courses</th>
<th>USP Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>101 Accounting Practices; plus</td>
<td></td>
</tr>
<tr>
<td>201 Financial Accounting</td>
<td>AF101</td>
</tr>
<tr>
<td>202 Management Accounting</td>
<td>AF102</td>
</tr>
<tr>
<td>110 Introduction to Commercial Law</td>
<td>AF108</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>TTI (WCP) Economics courses</th>
<th>USP Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>120 Economic Environment</td>
<td>EC100</td>
</tr>
<tr>
<td>220 Managerial Economics</td>
<td>EC102</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>TTI (WCP) Information Systems courses</th>
<th>USP Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>500 Internet; plus</td>
<td></td>
</tr>
<tr>
<td>500 System Overview; plus</td>
<td></td>
</tr>
<tr>
<td>500 Hardware Fundamentals; plus</td>
<td></td>
</tr>
<tr>
<td>500 Operating System; plus</td>
<td></td>
</tr>
<tr>
<td>590 LAN Administration; plus</td>
<td></td>
</tr>
<tr>
<td>590 Word Processing and Spreadsheet</td>
<td>IS121</td>
</tr>
</tbody>
</table>
PP490 Programming Concepts and Tools; plus
PP590 Programming Concepts and Tools; plus
PP512 Programming Practice; plus
PP512 Programming [VB.NET]; plus
PR515 Programming Java; plus
PR612 Programming (interactive) VB.NET IS122
DT500 Data Organisation; plus
DA600 Data Analysis; plus
BD600 Database Management System IS222
SA600 System Analysis; plus
SD600 System Design; plus
SI600 System Implementation; plus
OO600 Object Oriented Analysis and Design; plus
QA600 Quality Assurance IS323
YYI (WCP) Management Courses USP Credits
130 Organisation Management MG101
232 Operations Management MG202
130 Organisation and Management; plus 230 Leadership MG201
233 Human Resource Management; plus 230 Leadership MG302
141 Marketing Principles; plus 244 Buyer Behaviour and Communications Strategies; plus 247 Marketing Applications; plus
248 Marketing Planning and Control MG206

(k) **USP Continuing and Community Education Programmes**

(i) **Certificate in Information Technology**

(Please note that the awarding of the following credits was being reviewed at time of publication). For a holder of a Certificate in Information Technology the following credits shall normally be awarded:

CCE Modules USP Credits
Fundamentals of Information Technology;
Word Processing; Electronic Spreadsheet;
Database Management;
Information Systems and Network; plus
Internet and Email IS121
(ii) **Youth in Development Certificate**

Students who have successfully completed the Youth in Development Certificate shall be eligible for the following credit transfers: EC103, SO100, SW100, SW200

1.7 Notwithstanding the provisions for transferring external credits or programmes to USP courses or programmes identified above, every three years a report on a review of all credit transfer arrangements shall be presented to Senate.

1.8 **Accreditation of Schools in the region for USP Foundation Programmes**

(a) The University shall allow students to enrol in a USP Foundation programme at accredited schools in the region. The scope of the arrangements shall include accreditation for the teaching of courses leading to a Certificate in Foundation Studies or partial accreditation for specific Foundation courses.

(b) Accreditation shall involve evaluation of the capacity of a school to facilitate admission and support for the organisation of University Foundation courses for students who enrol in University Foundation programmes through such an accredited school.

(c) The scope of the evaluation shall include school governance and management, staff, physical and learning resources, learner information and support, assessment policy, and development, delivery and review of programmes.

1.9 **Completion of Programme from Outside the Region**

Students who leave the University region to reside in a country outside that region, and who wish to complete any programme or qualification of the University may, with the prior approval of Senate, take appropriate examinations at another institution approved for the purpose by Senate, and may be awarded credit for passes in any such examinations for the purpose of their programme or qualification.
REGULATIONS GOVERNING COPYRIGHT

These regulations should be read in conjunction with the Copyright Policy and Guidelines [Policy No. 3.4.5].

The University of the South Pacific has a legal obligation to ensure that all university staff are copyright compliant. All USP staff are required to ensure that they are copyright compliant when using third party copyright material. As most course materials are prepared in Fiji, these Guidelines are based on the Fiji Copyright Act 1999. Students should follow the copyright laws of the country in which they are domiciled.

What is Copying

Copying means reproducing or recording a work in any material form and includes storing (literary, dramatic, musical, or artistic works) in any medium by any means (e.g. CD Rom, DVD, computer). It does not include communicating the work or making it available online electronically - on an intranet or through Moodle.

When copying from a copyright work it is important that it is an accurate copy of the original. It should not be adapted or reformatted - this will infringe the rights of the author or the rights of the publisher in the typography of the work.

Copyright material can be freely used to set and answer questions for examination purposes and can be communicated online to candidates.

Copyright Compliance Procedures

1. Staff should provide a full bibliographic list of all collections of readings that are copied and provided for students at the beginning of the course book or reader in which they are contained. This should include the title of the work, the author and publisher, the country and year in which it was published, the ISBN (where possible), the pages copied and the number of pages in the work. While material copied for “criticism or review” does not need to be included in the bibliographic list of readings it must be only acknowledged in the course materials.

2. A notice should be provided indicating that the copy was made under the provisions of the Fiji Copyright Act 1999 or under licence from rightsholders or their agents. The notice must also state that the material may not be copied further without appropriate authority.

3. Where the copyright owner has indicated that the material can be freely copied for non-commercial or educational purposes, this should be indicated on the bibliographic list provided in the course pack or reader. Similarly, where specific authority has been obtained to copy beyond the provisions of the Copyright Act, then this should be indicated here.

4. Any copying or use of copyright works beyond these procedures must be cleared through the USP Copyright.

CC – Creative Commons; CL - Copied under licence; OA – Open Access; PD – Public Domain
PART 1  HONORARY DEGREES

1.0  THE HONORARY DEGREE OF DOCTOR OF THE UNIVERSITY
1.1 The Council may award the Honorary degree of Doctor of Letters (DLitt), Doctor of Laws (LLD) or Doctor of Science (DSc) according to Statute 21 (g):

…On the recommendation of a Joint Committee of the Senate and the Council, to grant any special academic distinctions, including honorary degrees;…

1.2 There are six criteria against which nominations can be considered. Nominations can be made citing one or more of the following as appropriate:

(a) academic and scholarly distinction
(b) services to subject areas offered by the University
(c) work in areas of special concern to the University according to its strategic direction
(d) exceptional contribution to the well-being of Pacific island societies
(e) public service
(f) service to the University.

1.3 The work of nominees for the award of the Honorary Doctor of the University would normally be expected to have gained them national, regional and/or international standing and impact.

1.4 The candidate should have a distinguished list of publications and/or long standing service contribution to the Pacific islands.

2.0  THE HONORARY DEGREE OF MASTER OF THE UNIVERSITY
2.1 The Council may award the Honorary degree of Master of the University (MU) according to Statute 21 (g):

…On the recommendation of a Joint Committee of the Senate and the Council, to grant any special academic distinctions, including honorary degrees;…

2.2 There are four criteria against which nominations can be considered. Nominations can be made citing one or more of the following:

(a) Outstanding service in an academic or professional area;
(b) Service in an area of special concern to the University in any one of the member countries of the USP region;
(c) Notable contribution to the well-being of Pacific island societies; and
(d) Service to the wider community and especially work that has helped the underprivileged.

3.0  MEMBERSHIP AND TERMS OF REFERENCE
3.1 The Honorary Degrees Committee shall be established by Council shall consist of the Pro-Chancellor, who shall be the Chair of the Committee, the Vice-Chancellor and President, the Deputy Vice-Chancellor (LTSS), two members of Council who are not members of Senate to be appointed by Council and two members of Senate to be appointed by Senate.
3.2 The appointed members of the Honorary Degrees Committee shall hold office for such period of two (2) years and are eligible for reappointment.

3.3 An appointed member shall cease to hold office on ceasing to be a member of Council or Senate, as the case may be. Any casual vacancy shall be filled by the appointing authority.

3.4 **It is the responsibility of the Committee:**

   (a) to consider nominations for Honorary degrees and if it agrees unanimously, to recommend to the Council the award of the degrees;
   
   (b) to take active measures to identify nominees, over and above those nominated by members of Senate and Council;
   
   (c) to recommend to the Council changes to the criteria and qualifications for candidates for Honorary degrees; and
   
   (d) to make recommendations on any other matters concerning forms of recognition that the Senate or Council may refer to the Committee.

4.0 **PROCEDURES FOR NOMINATING CANDIDATES FOR THE HONORARY DEGREE**

4.1 Members of the Council and the Senate may nominate to the Honorary Degrees Committee a person who has an exceptional record of achievement and integrity for an Honorary Degree.

4.2 Nominations must be made on the standard nomination form for Honorary degrees and submitted to the Secretary to Council. The application form can be found at: www.usp.ac.fj

4.3 A nominator shall provide the necessary biographical details and/or information relevant to the agreed criteria for the award of the particular degree for which the nomination is made. Supplementary information such as home address or business location, any previous Honorary degree awards and should be included wherever possible.

4.4 Normally, a nominator can nominate only one person at any one time.

4.5 A nominator or person who writes letter(s) in support of nominees shall withdraw from the room when the nomination is being considered.

4.6 All proceedings under these regulations, except a resolution of the Council to confer the Honorary Degree, shall be confidential and taken in committee.

4.7 A person being nominated must not be aware that a nomination has been made or under consideration.

4.8 If the Council approves the nomination and the nominee accepts the Honorary degree, the conferring of the degree shall be scheduled at a time that is mutually convenient to the University and the nominee within three years after being approved.

4.9 In view of the regional nature of the University, it would be expected that such awards be conferred at the degree ceremony in one of the USP member countries where appropriate.

**PART 2 THE HONORARY TITLE OF PROFESSOR EMERITUS**

5.1 The Senate may confer the honorary title of Professor Emeritus upon a Professor of the University whom Senate deems worthy of the distinction. It is an honorary title that carries no salary or other benefits.

5.2 The title of Professor Emeritus may be conferred normally on the retirement of the Professor from the University after long and distinguished service.
5.3 Members of the Senate may nominate to the Vice-Chancellor and President a person who is worthy of this distinction. The appointment is usually proposed by a fellow Professor.

5.4 The Vice-Chancellor and President or delegate shall bring the name(s) of nominees before a Committee of Senate which shall consider whether to recommend the conferment of the title of Professor Emeritus to Senate. A comprehensive CV is required and given to the Committee for review.

5.5 If the Committee unanimously recommends the conferment of the title of Professor Emeritus, the Vice-Chancellor and President or delegate shall bring the recommendation before Senate, which shall determine whether the title shall be conferred. If the Senate were to vote on the resolution, the decision would require a two-thirds majority of those present and voting.

5.6 All proceedings under these regulations, except a resolution of the Senate to confer the title of Professor Emeritus, shall be confidential and taken in committee.

5.7 A person being nominated must not be aware that a nomination has been made or under consideration.

PART 3 CEREMONIAL DRESS

6.0 The ceremonial dress of the University of the South Pacific was designed in lightweight materials to be appropriate for tropical conditions. The principal colours reflect the brown of tapa or masi found throughout the Pacific, while the blue derives from the colour of the sea and the sky.

7.0 OFFICERS’ ROBES

7.1 **Chancellor:** The gown is made from brown Indian silk with long sleeves lined with cream silk. The facings are six-inch (fifteen-centimetre) wide strips of specially designed tapa motifs representative of all the member countries of the University. The material is gathered at the yoke. The headgear is a trencher covered with brown Indian silk, with matching braid round the lower edge and a brown tassel.

7.2 **Pro-Chancellor:** The gown is as for the Chancellor, but with unlined sleeves. The headgear is as for the Chancellor without the braid.

7.3 **Vice-Chancellor:** The gown is as for the Pro-Chancellor, but the facings are four-inch (ten centimetre) wide strips of tapa. The headgear is as for the Pro Chancellor.

8.0 ACADEMIC DRESS

8.1 **Doctor of the University:** The gown is in dark blue Indian silk with pleats on each side at the back. The sleeves have a horizontal lower edge and a slit in the front. Facings down the front of the gown are in light blue Indian silk, as are the linings of the sleeves. The hood is a simple cowl twice the size of the bachelor’s hood with a lining in light blue. The headgear is a trencher in dark blue Indian silk with a light blue tassel.

8.2 **Master of the University:** A dark brown master’s gown, with a light blue lining for the hood and front V attaching it. The headgear is a dark brown trencher.

8.3 **Doctor of Philosophy:** The gown is as for the Doctor of the University but the sleeves are unlined and the facings are in red. The hood is as for the Doctor of the University hood but the lining is red. The headgear is a trencher in dark blue Indian silk with a red tassel.
8.4 **Master's Degree:** Gowns should be of cotton in the dark brown colour of the usual deep shade of tapa cloth patterns, in a simple design with three pleats on each side at the back. Sleeves come down to knee level. The hood is a simple cowl lined with the degree colour (forest green for Agriculture, gold for Arts, purple for Business Administration, teal for Commerce, cream for Education, magenta for Engineering, silver grey for Law, brick red for Medicine and palm green for Science) and the front finished in a two-inch (five-centimetre) wide V which is in the degree colour. The headgear, which is optional, is a trencher in a light-weight matching brown fabric. (The colours of the hoods for Master of Commerce, Computing and Information Systems, and Information Systems had not been determined at time of publication).

8.5 **Master of Philosophy:** A dark brown gown and plain dark brown hood.

8.6 **Postgraduate Diplomas and Certificates:** A dark brown gown only, the same colour and design as the master’s degree.

8.7 **Bachelor’s Degree:** Gowns are of the same design as for the master’s degree, but in a lighter shade of tapa brown. The hood is lined in the discipline colours as defined by the master’s dress. The front V attaching the hood is in plain brown. The headgear, a trencher, in the same light tapa brown of the gown, is optional.

8.8 **Diplomas and Certificates:** A light tapa brown gown only, the same colour and design as the bachelor’s degree.
LIBRARY

The USP Library is made up of a network of campus and centre libraries across the USP region. The Main Library located at Laucala Campus (Fiji) includes more than one million print volumes, access to over 40,000 full text journal titles and more than 7,000 e-books, and seating for 950 readers. The holdings include a separate collection of material relating to the Pacific Islands, known as the Pacific Collection. While most of the print library resources are available for loan, there are restrictions on borrowing serials, reference works, Pacific Collection materials, and materials on reserve. In addition to a developing Information Literacy Programme, a wide range of services is offered including networked computers, self-service photocopying, interlibrary loans, a reference and information desk and reprographic services. Guides and brochures are available from the Information and Issue desks and at www.usp.ac.fj.

The Alafua Campus Library holds approximately 21,000 books and 200 journal titles. The bulk of the collection is agriculture-related but there is also a wide range of material to support students doing DFL courses. All books except those in the Reference, Reserve and Pacific Collections may be borrowed, normally for a period of two weeks. Agricultural databases include TEEAL, CAB Abstracts with Fulltext and ProQuest Agriculture Journals.

The Emalus Campus Library has a stock of 22,000 volumes, with an expanding collection of electronic resources to meet the information needs of staff and students of law and Pacific languages, as well as students doing DFL courses. The library has seating for 100 readers. Guides and brochures alert users to the rules governing use of the collections.

Students registered for DFL courses are supported by the above libraries as well as USP campus libraries or Learning Resource Centres in the following countries: Cook Islands, Fiji (Labasa, Lautoka, Rakiraki, Savusavu and Sigatoka), Kiribati, Marshall Islands, Nauru, Niue, Samoa (Savai’i), Solomon Islands, Tokelau, Tonga (Ha’apai and Vava’u), Tuvalu and Vanuatu (Santo and Tanna).

The collections at the Main Library and Alafua Campus Library are classified according to the Library of Congress scheme. Emalus Campus Library uses the Dewey Decimal Classification scheme for the general collection and the Moys Classification scheme for the law collection. All other campus libraries use the Dewey Decimal Classification scheme. Catalogues for all libraries are available at www.usp.ac.fj.

LIBRARY REGULATIONS

1  ADMISSION AND REGISTRATION

1.1  Admission to the Libraries in the network and the use of their facilities shall be conditional upon compliance with the regulations and rules of the Library and such directions as may be given from time to time by the University Librarian.

1.2  The Libraries may be used by members of the University Council, registered students, university staff, and other classes of persons as may be determined by the University Librarian.

1.3  Staff and students leaving the University are required to obtain clearance from the Library.

2  BORROWING CONDITIONS

2.1  Borrowers shall observe the conditions of borrowing posted in the Library, which may be amended from time to time by the University Librarian.

2.2  No book or other item held by the Library may be borrowed without the loan of it having been officially recorded by the Library staff.
2.3 The University Librarian may recall a book or item on loan at any time. It must be returned within one week of the date of the recall notice, subject to the provision that it need not be returned until it has been on loan for one week. If a borrower disregards the Recall Notice it shall be treated as a disciplinary matter, and may be reported to the Student Discipline Committee or Staff Disciplinary Committee, which may result in the loss of borrowing privileges.

2.4 The borrowing of certain classes of books, or individual books, or other items held by the Library may be restricted or prohibited. Such books or other items shall be clearly marked by the Library to indicate the restrictions placed upon them.

2.5 No book or item held by the Library shall be lent privately by any borrower, and the borrower in whose name the book or item has been issued shall be held responsible for its safe-keeping.

2.6 At the end of each borrowing period indicated by the date stamped in the book, a borrower shall return the book by the close of business on the due date or make a formal application at the Library for renewal of the loan. The Library shall be under no obligation to notify a borrower when a book or other item is overdue. Failure to return or renew an overdue book or other item shall result in the charging of a penalty at the rate stated in the Fees section of this Handbook and Calendar. Borrowing privileges shall cease as soon as a borrower incurs a fine and shall not be reinstated until the fine is paid in full. Library clearance, for examination results or withdrawal from courses, shall not be given until all Library items have been returned and all charges paid.

2.7 Books or items on loan may be reserved by a reader, and on return to the Library will be held for seven days after which they will be returned to the collection.

2.8 Borrowers shall be held responsible for USP Library books or other items issued to them, and will be required to pay any fine due for late return, plus the cost of a new copy and an administrative charge for books or items damaged (i.e. marked, defaced or mutilated) or lost. If the cost of a new copy cannot be determined, the standard fees charged are as stated in the Fees section of this Handbook and Calendar. If a book or item is returned after being declared lost, an overdue fine will be levied, and the balance of any replacement payment will be refunded within 30 days of the return.

3 GENERAL

3.1 Silence shall be observed in the Library except in designated talking areas (e.g. TOK Space at Laucala). Any person who fails to observe the rules on noise control in the Library will be fined on the first two occasions by the authority of the University Librarian, at the rate stated in the Fees section of the USP Handbook & Calendar. Borrowing privileges shall cease until the fine has been paid. On a third occasion, a thirty-day period of exclusion from the Library shall be imposed by the University Librarian.

3.2 In the Library, smoking, the consumption of food or drink, and the use of matches and lighters are prohibited.

3.3 Mobile devices (laptops, tablets, MP3 players, mobile phones, etc.) may be used in the Library provided they cannot be heard by other users. Ringtones, speaking on the phone and other associated sounds are treated as a noise offence and will attract a noise fine at the rate stated in the Fees section of the USP Handbook & Calendar. This restriction does not apply to designated talking areas.
3.4 One bag per user up to 24” x 17” x 10” is allowed under the Bags-in-Library Policy at select libraries. Items not permitted into the Library include food, liquid, sharp objects, scissors, razors, industrial tools, weapons of any kind, sports gear, wet rainwear and umbrellas. The Library shall reserve the right to remove readers’ personal belongings that are left in the Library, and shall not be held responsible in the case of loss of such belongings. Valuables should not be left unattended as the University does not accept responsibility for the loss of any such item.

3.5 Persons leaving the Library shall allow staff at the exit control point to examine their books, papers and other possessions.

3.6 Books or other items taken from the shelves for consultation in the Library must not be re-shelved by readers, but must be left either on the tables or in the special places reserved for them for re-shelving by the Library staff.

4 INTER-LIBRARY LOANS
Readers for whom books or other items have been borrowed from other libraries shall comply with the loan conditions imposed by the lending libraries.

5 HOURS OF OPENING
Hours of opening shall be approved by the University Librarian and may be amended at his/her discretion. Notices of current opening hours shall be displayed prominently in the Library.

6 NUMBER OF BOOKS THAT MAY BE BORROWED
6.1 The number of items from the general collection that a borrower may have issued out in his or her name is determined by the category of borrower to which he or she belongs.

6.2 The number of items loaned to registered users from a special collection is governed by the rules pertaining to that collection.

6.3 The maximum number of items loaned to a borrower may be increased in individual cases at the discretion of the University Librarian.

7 EXTERNAL BORROWERS
7.1 Persons other than registered students and university staff may become External Borrowers of the Library.

7.2 External Borrowers who are USP alumni shall pay an annual non-refundable fee at the rate stated in the Fees section in this Handbook and Calendar.

7.3 External Borrowers who are staff members or postgraduate students of institutions with which the University has a signed Memorandum of Agreement (MoA) or Memorandum of Understanding (MoU) shall pay an annual non-refundable fee at the rate stated in the Fees section in this Handbook and Calendar.

7.4 The staff of Council of Regional Organisations of the Pacific (CROP) organisations may use the Library’s collection under a special arrangement managed by the organisation’s Librarian/Representative.

7.5 External Borrowers from organisations and institutions that do not have an MoA or MoU with the University shall pay an annual non-refundable fee at the rate stated in the Fees section in this Handbook and Calendar.
7.6 Visitors to university schools or departments should obtain a letter signed by the Dean of
Faculty (or Campus Directors) guaranteeing that the Faculty/Campus Administration will
pay any unpaid Library fines or charges accrued.

7.7 USP students not registered at Laucala Campus who wish to use the Laucala Campus
Library collection shall pay an annual non-refundable fee at the rate stated in the Fees
section in this Handbook and Calendar.

8 REGISTRATION OF READERS
Presentation by a reader of a valid borrower’s card shall be sufficient proof of their
entitlement to borrow from the Library. Registered students and staff shall show valid USP
identity cards, and all other borrowers shall show the cards issued to them by the Library.

9 BORROWING PERIODS
9.1 Most Library books or other items held by the Library shall be available for loan and
exceptions shall be specifically labeled.

9.2 Books shall be issued to different categories of Library borrowers for varying periods.

9.3 On the recommendation of University academic staff, specific items may be issued for
shorter periods.

9.4 Reserve collection books or other items shelved behind the issue desk shall be borrowed
for reading within the Library only, and for such periods as specified on their issue slips.
Some may be borrowed overnight or over weekends.

9.5 The following categories of books or other items held by the Library shall not be borrowed:
serials, items in special collections, books in the Reference section, maps, works in
microform (e.g. microfilm), and or other items held by the Library on the general shelves
specifically labelled as being ‘for reference only’.

10 ISSUE AND RETURN OF BOOKS
10.1 Readers shall borrow items held by the Library on production of a valid borrower’s card.

10.2 Each item borrowed shall be stamped at the issue desk with the due date. This stamp
constitutes the official notification to the reader of the date by which the item must be
returned.

10.3 An item must be returned at the appropriate issue desk or left in one of the book return
bins.

10.4 The Library shall not be responsible for items that are returned without formal cancellation
of their issue, whether the items are returned directly to the shelves or left anywhere else
in the Library.

10.5 The loan and return of Library materials shall cease at the issue desk at a time specified by
the Library. All readers must vacate the Library by closing time.

11 AMENDMENT OF RULES
The University Librarian shall make, amend or remove any rules relating to the Library.
MEDALS AND PRIZES

The criteria for the award of gold medals and prizes are as follows:

(a) Faculty Gold Medal: awarded to the most outstanding graduate, who has a cumulative Grade Point Average of not less than 4.0 in the programme in which the student has completed.

(b) Discipline Gold Medal: awarded to the most outstanding graduate with a cumulative Grade Point Average of not less than 4.0 in the courses the student has completed in the discipline, as a major or one the majors, or as part of the students programme and meets the requirements for a major in the discipline.

(c) Where there are two or more outstanding graduates in a discipline or programme, each shall be awarded a gold medal and the full accompanying money prize.

(d) In the calculation of the GPAs for the medals and prizes, the resultant number will be taken to two decimal points and only USP earned credit will be used.

PACIFIC TECHNICAL AND FURTHER EDUCATION PRIZES

GOLD MEDALS

- For the most outstanding graduate in Business, Tourism and Hospitality Discipline
  
  Gold Medal and Prize

- For the most outstanding graduate in Education and Humanities Discipline
  
  Gold Medal and Prize

- For the most outstanding graduate in Technology and Environment Discipline
  
  Gold Medal and Prize

- For the most outstanding graduate in the Diploma (Level 5) Programme with a cumulative GPA of not less than 4.0 in the programme
  
  Gold Medal and Prize

- For the most outstanding graduate in Professional Diploma in Business Management Programme with a cumulative GPA of not less than 4.0 in the programme
  
  Gold Medal and Prize

OTHER PRIZES

- For the most outstanding Foundation Arts graduate
  
  Prize

- For the most outstanding Preliminary Arts graduate
  
  Prize

- For the most outstanding Foundation Business graduate
  
  Prize

- For the most outstanding Preliminary Business graduate
  
  Prize
• For the most outstanding Foundation Science graduate
  
  Prize

• For the most outstanding Preliminary Science graduate
  
  Prize

Prize for the most outstanding graduate in the following programmes provided the student graduates with a cumulative GPA of not less than 4.0 in the programme:

• Diploma in Accounting
  
  Prize

• Diploma in Office Management
  
  Prize

• Diploma of Human Resource Management
  
  Prize

• Diploma of Project Management
  
  Prize

• Diploma in Information Technology
  
  Prize

• Certificate IV in Commercial Cookery
  
  Prize

• Certificate IV in Hospitality Operations
  
  Prize

• Certificate III in Commercial Cookery
  
  Prize

• Certificate in Early Childhood Education (Level III)
  
  Prize

• Certificate IV in Early Childhood Education and Care
  
  Prize

• Certificate in Community Development (Level III)
  
  Prize

• Certificate IV in Library Information Studies
  
  Prize

• Certificate IV in Professional Training, Assessment and Evaluation
  
  Prize

• Certificate IV in Fisheries Enforcement and Compliance
  
  Prize
FACULTY OF ARTS, LAW AND EDUCATION

FACULTY GOLD MEDALS
• For the most outstanding Bachelor of Education graduate
  Gold Medal and Prize
• For the most outstanding Bachelor of Laws graduate
  Gold Medal and Prize

SCHOOL AND DISCIPLINE GOLD MEDALS
For the most outstanding graduate with a major in:

• Education
  Gold Medal and Prize
• History
  Gold Medal and Prize
• Journalism
  Gold Medal and Prize
• Linguistics
  Gold Medal and Prize
• Literature
  Gold Medal and Prize
• Literature and Language
  Gold Medal and Prize
• Pacific Policing
  Gold Medal and Prize
• Psychology
  Gold Medal and Prize
• Social Work
  Gold Medal and Prize
• Sociology
  Gold Medal and Prize
• Technical and Vocational Education
  Gold Medal and Prize

OTHER PRIZES
Storyboard Award donated by David Robie and Delia, and the ABC-Radio Australia Prize of FJ$350 to the most outstanding journalism student demonstrating the qualities and ethics in pursuit of truth and the public interest.

The Dean’s Award for the most outstanding first year student in the Faculty of Arts, Law and Education
FACULTY OF BUSINESS AND ECONOMICS

FACULTY GOLD MEDALS
• For the most outstanding Master of Commerce graduate
  Gold Medal and Prize

SCHOOL AND DISCIPLINE GOLD MEDALS
For the most outstanding graduate with major in:

• Accounting
  Gold Medal and Prize
• Banking
  Gold Medal and Prize
• Economics
  Gold Medal and Prize
• Finance
  Gold Medal and Prize
• Management and Public Administration
  Gold Medal and Prize
• Official Statistics
  Gold Medal and Prize
• Politics
  Gold Medal and Prize
• For the most outstanding Bachelor of Agriculture graduate
  Gold Medal and Prize
• For the most outstanding Master of Agriculture thesis
  Gold Medal and Prize
• For the most outstanding Land Management graduate
  Gold Medal and Prize
• For the most outstanding Tourism and Hospitality graduate
  Gold Medal and Prize

OTHER PRIZES
• For the most outstanding Master of Arts in Development Studies thesis
  Prize
• For the most outstanding Master of Commerce in Economics (by Coursework) graduate
  The T.K. Jayaraman Prize
• For the most outstanding Master of Commerce in Tourism & Hospitality Management thesis
  Prize
• For the second most outstanding Master of Business Administration graduate
  The Professor Nowak Prize
• Animal Husbandry
The Telefoni Retzlaff Memorial Prize
• For the Bachelor of Agriculture graduate with the most outstanding results in Agricultural Economics, Extension and Education
The Chan Mow Prize
• The Dean’s Award for the most outstanding first year student in the Faculty of Business and Economics

FACULTY OF SCIENCE, TECHNOLOGY AND ENVIRONMENT

FACULTY GOLD MEDALS
• For the most outstanding Master of Science thesis
  Gold Medal and the Fosters Group Pacific Limited Prize
• For the most outstanding Bachelor of Science graduate
  Gold Medal and Prize

SCHOOL AND DISCIPLINE GOLD MEDALS

For the most outstanding graduate with a major in:

• Biology
  Gold Medal and Prize
• Chemistry
  Gold Medal and Prize
• Computing Science
  Gold Medal and Prize
• Geography
  Gold Medal and Prize
• Information Systems
  Gold Medal and Prize
• Mathematics
  Gold Medal and Prize
• Physics
  Gold Medal and Prize
• For the most outstanding Bachelor of Engineering (Electrical and Electronics) graduate
  Gold Medal and Prize
• For the most outstanding Bachelor of Engineering (Mechanical) graduate
  Gold Medal and Prize
• For the most outstanding Environmental Studies graduate
  Gold Medal and Prize
• For the most outstanding Marine Studies graduate
  Gold Medal and Prize
• For the most outstanding Bachelor of Net-Centric graduate
  Gold Medal and Prize
• For the most outstanding Environmental Studies graduate
  Gold Medal and Prize
• For the most outstanding Bachelor of Bachelor of Software Engineering graduate
  Gold Medal and Prize
OTHER PRIZES

• For the most outstanding Master’s Thesis Prize in Chemistry
  The David Rohindra Prize
• The Dean’s Award for the most outstanding first year student in the Faculty of Science, Technology and Environment
  Prize

UNIVERSITY (INTER-FACULTY) PRIZES

GOLD MEDALS

• For the most outstanding PhD graduate
  Gold Medal and Prize
• For the most outstanding Master of Arts thesis
  Gold Medal and Prize
• For the most outstanding Master’s by Research graduate
  Gold Medal and Prize
• For the most outstanding overall results in a Postgraduate Diploma
  Gold Medal and Prize
• For the most outstanding Bachelor of Arts graduate
  Gold Medal and Prize

VICE-CHANCELLOR AND PRESIDENT’S ALL-ROUNDER PRIZE

• For the male graduate and female graduate with the best combined academic performance and record of service to the community:
  Gold Medal and Prize

VICE-CHANCELLOR AND PRESIDENT’S PRIZE FOR STUDENT RESEARCH

• The University through this prize will recognise the research output from a student’s work, normally carried out as part of a designated course (including Masters and PhD), but the work may have been carried out independently (during vacations) supervised or otherwise sanctioned by USP.
  $7,000
ORDINANCE ON THE PAYMENT OF FEES, RESIDENTIAL CHARGES AND OTHER DEBTS

1.0 PAYMENT DEADLINES

1.1 A student shall pay:
(a) tuition fees per semester no later than the deadline date for that semester prescribed in the Admission, Registration, Withdrawal and Auditing Regulations Clause 10.1;
(b) half of any annual fee associated with enrolment (including the General Services fee and Health Services fee where applicable) per semester no later than the deadline date for the payment of tuition fees for that semester;
(c) any accommodation charges no later than the day his/her occupation begins;
(d) any other charge to the University by the due date specified on the invoice or other notifying document, or in the absence of such a date, on the day on which the debt is incurred.

1.2 No student who is in debt to the University or who has in his/her possession any property of the University shall receive a degree, diploma, certificate or other qualification of the University, nor shall they receive examination results for the current semester in which holds have been applied to his/her student account.

1.3 No student who is in debt to the University or who has in his/her possession any property of the University shall be permitted to register in a subsequent semester.

2.0 FEE PAYMENT BY INSTALLMENT

2.1 All students studying at the Laucala Campus through any mode of study are ineligible for this scheme. This scheme of arrangement is only applicable to students studying in other campuses except for those campuses which currently adopt the upfront fee payment schemes.

2.2 A student who is unable to pay the tuition and/or associated enrolment fees by that semester’s fee deadline may apply to the Executive Director of Finance to pay by instalment. The student’s application must include supporting evidence and such written undertaking as required by the Director. Where a student is under 21 years of age such undertaking shall be given by the student’s parent, guardian or spouse.

2.3 A student granted permission to pay by instalment shall pay half the fees due for that semester by the prescribed fees deadline for that semester and the remainder in not more than two instalments, the final payment being made not later than four weeks prior to the beginning of the end-of-semester examinations.

2.4 A student who has failed to pay their fees in full by the deadline for the final instalment:
(a) shall have their registration cancelled;
(b) shall not be eligible to have their registration revalidated;
(c) shall not be assessed for the course(s) nor allowed to attend lectures, tutorials or laboratories nor to submit coursework for assessment, nor to sit the final examination(s) in that semester.
## 2017 FEES SCHEDULE

### 2017 UNDERGRADUATE FACE-TO-FACE & BLENDED MODE FEES (INCLUDING FLEXI-SCHOOL)

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<th>Category</th>
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<th>Fee (TALA)</th>
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**200-Level for 2010 and earlier cohorts who are on 8/6/6 degree structure**

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All figures are per course unless otherwise indicated:
Third Country tuition fees = three times Regional fee
International undergraduate tuition fee for students enrolled from 2011 = $23,860 per year.
Course materials are issued free to students paying print mode, EL001, Continuing Education.
# 2017 UNDERGRADUATE FLEXIBLE LEARNING MODE

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International undergraduate tuition fee for students enrolled from 2011 = $23,860 per year.
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### POSTGRADUATE FEES FOR 2017

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<td>S0408</td>
<td>1,325</td>
<td>2,220</td>
<td>76,885</td>
</tr>
<tr>
<td>TS402</td>
<td>1,625</td>
<td>2,220</td>
<td>76,885</td>
</tr>
<tr>
<td>TS403</td>
<td>1,625</td>
<td>2,220</td>
<td>76,885</td>
</tr>
<tr>
<td>TS405</td>
<td>1,625</td>
<td>2,220</td>
<td>76,885</td>
</tr>
<tr>
<td>MBA Programme</td>
<td>p/c</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>1,680</td>
<td>2,772</td>
<td>-</td>
</tr>
<tr>
<td><strong>Third Country Fee</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>400 - level course</td>
<td>p/c</td>
<td></td>
<td></td>
</tr>
<tr>
<td>BI442</td>
<td>3,675</td>
<td>6,670</td>
<td>230,635</td>
</tr>
<tr>
<td>HY402</td>
<td>3,760</td>
<td>6,670</td>
<td>230,635</td>
</tr>
<tr>
<td>LM 401</td>
<td>3,780</td>
<td>6,670</td>
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<tr>
<td>LM 402</td>
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<tr>
<td>PH414</td>
<td>3,680</td>
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</tr>
<tr>
<td>PH416</td>
<td>3,730</td>
<td>6,670</td>
<td>230,635</td>
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<tr>
<td>S0408</td>
<td>3,760</td>
<td>6,670</td>
<td>230,635</td>
</tr>
<tr>
<td>TS402</td>
<td>4,060</td>
<td>6,670</td>
<td>230,635</td>
</tr>
<tr>
<td>TS403</td>
<td>4,060</td>
<td>6,670</td>
<td>230,635</td>
</tr>
<tr>
<td>TS405</td>
<td>4,060</td>
<td>6,670</td>
<td>230,635</td>
</tr>
<tr>
<td>230,635</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>MBA Programme</td>
<td>p/c</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>1,680</td>
<td>2,772</td>
<td>-</td>
</tr>
<tr>
<td>Course</td>
<td>2017 Fee Details</td>
<td></td>
<td></td>
</tr>
<tr>
<td>------------------</td>
<td>----------------------------------------</td>
<td></td>
<td></td>
</tr>
<tr>
<td>BI442</td>
<td>4,895 8,890 9,070</td>
<td></td>
<td></td>
</tr>
<tr>
<td>HY402</td>
<td>4,980 8,890 9,070</td>
<td></td>
<td></td>
</tr>
<tr>
<td>LM 401</td>
<td>5,000 8,890 9,070</td>
<td></td>
<td></td>
</tr>
<tr>
<td>LM 402</td>
<td>5,000 8,890 9,070</td>
<td></td>
<td></td>
</tr>
<tr>
<td>PH414</td>
<td>4,900 8,890 9,070</td>
<td></td>
<td></td>
</tr>
<tr>
<td>PH416</td>
<td>4,950 8,890 9,070</td>
<td></td>
<td></td>
</tr>
<tr>
<td>S0408</td>
<td>4,980 8,890 9,070</td>
<td></td>
<td></td>
</tr>
<tr>
<td>TS402</td>
<td>5,280 8,890 9,070</td>
<td></td>
<td></td>
</tr>
<tr>
<td>TS403</td>
<td>5,280 8,890 9,070</td>
<td></td>
<td></td>
</tr>
<tr>
<td>TS405</td>
<td>5,280 8,890 9,070</td>
<td></td>
<td></td>
</tr>
<tr>
<td>400 - level course (from 2011)</td>
<td>26,525 48,290 1,670,545</td>
<td></td>
<td></td>
</tr>
<tr>
<td>MBA Programme (from 2011)</td>
<td>32,400 58,995 2,040,575</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

### Regional Fee

- **Laucala**
  - Full-time: 4,370 FJ$, 8,000 Tala
  - Part-time: 2,185 FJ$, 4,010 Tala

- **Alafua**
  - Full-time: 13,105 FJ$, 23,960 Tala
  - Part-time: 6,555 FJ$, 11,995 Tala

- **Emalus**
  - Full-time: 18,850 FJ$, 34,520 Tala
  - Part-time: 9,450 FJ$, 17,265 Tala

### International Fee

- **Laucala**
  - Full-time: 8,200 FJ$, 13,460 Tala

- **Alafua**
  - Full-time: 6,335 FJ$, 10,410 Tala

- **Emalus**
  - Full-time: 6,335 FJ$, 10,410 Tala

### Research - on campus (per annum)

- **Laucala**
  - Full-time: 8,475 FJ$, 16,950 Tala

- **Emalus**
  - Full-time: 8,200 FJ$, 13,460 Tala

### Professional Diploma Programmes

<table>
<thead>
<tr>
<th>Programme</th>
<th>Regional</th>
<th>Third country</th>
<th>Intl.</th>
</tr>
</thead>
<tbody>
<tr>
<td>PDLP (per programme)</td>
<td>8,475</td>
<td>16,950</td>
<td>22,855</td>
</tr>
<tr>
<td>PDLD (per programme)</td>
<td>2,850</td>
<td>5,695</td>
<td>7,685</td>
</tr>
</tbody>
</table>

**KEY:** per course (p/c), per annum (p/a), per programme (p/p), per academic year (p/a.y)
## NON-TUITION FEES AND CHARGES FOR 2017

### OTHER FEES and CHARGES

<table>
<thead>
<tr>
<th>Laucala</th>
<th>Alafua</th>
<th>Emalus</th>
</tr>
</thead>
<tbody>
<tr>
<td>FJ$</td>
<td>Tala</td>
<td>Vatu</td>
</tr>
</tbody>
</table>

#### GENERAL SERVICES FEE

Students are required to pay this fee each semester. Students on short courses pay a pro-rata fee.

- **All students (on campus and DFL)**: p/a $100, $140, $-
- **Other DFL students**: p/a $67, $95, $4,029
- **Emalus on-campus students**: p/a $-, $-, $6,000

#### HEALTH SERVICES FEE

<table>
<thead>
<tr>
<th>Laucala Campus</th>
<th>Alafua &amp; Emalus Campus</th>
</tr>
</thead>
<tbody>
<tr>
<td>All students - per Semester</td>
<td>p/a $80</td>
</tr>
<tr>
<td>Regional Student’s Spouse - per Semester</td>
<td>p/a $80</td>
</tr>
<tr>
<td>Regional Student’s children - per child per Semester</td>
<td>p/a $40</td>
</tr>
</tbody>
</table>

#### BOOK ALLOWANCE (Recommended)

<table>
<thead>
<tr>
<th>Program</th>
<th>Laucala</th>
<th>Alafua</th>
<th>Emalus</th>
</tr>
</thead>
<tbody>
<tr>
<td>Law Programme</td>
<td>p/a.y</td>
<td>$1,620</td>
<td>$-</td>
</tr>
<tr>
<td>MBA Programme</td>
<td>p/c</td>
<td>$165</td>
<td>$255</td>
</tr>
<tr>
<td>Other</td>
<td>p/a.y</td>
<td>$1,030</td>
<td>$1,430</td>
</tr>
</tbody>
</table>

#### RESIDENTIAL (per Academic year)

<table>
<thead>
<tr>
<th>Type</th>
<th>Laucala</th>
<th>Alafua</th>
<th>Emalus</th>
</tr>
</thead>
<tbody>
<tr>
<td>Single Quarters Small</td>
<td>$2,021</td>
<td>$12,980</td>
<td>$627,900</td>
</tr>
<tr>
<td>Single Quarters Medium</td>
<td>$2,504</td>
<td>$-</td>
<td>$-</td>
</tr>
<tr>
<td>Single Quarters Large</td>
<td>$2,976</td>
<td>$-</td>
<td>$-</td>
</tr>
<tr>
<td>10th Hall</td>
<td>$5,250</td>
<td>$-</td>
<td>$-</td>
</tr>
<tr>
<td>11th Hall</td>
<td>$5,500</td>
<td>$-</td>
<td>$-</td>
</tr>
<tr>
<td>Married Quarters - Catalina</td>
<td>p/a.y</td>
<td>$5,500</td>
<td>$-</td>
</tr>
<tr>
<td>Married Quarters - 9th Hall</td>
<td>p/a.y</td>
<td>$5,250</td>
<td>$-</td>
</tr>
<tr>
<td>Married Quarters - 6th &amp; 8th Hall</td>
<td>p/a.y</td>
<td>$4,265</td>
<td>$-</td>
</tr>
<tr>
<td>Married Quarters - 2nd/ 4th &amp; 5th</td>
<td>p/a.y</td>
<td>$3,855</td>
<td>$-</td>
</tr>
<tr>
<td>Married Quarters - Others</td>
<td>$-</td>
<td>$-</td>
<td>$432,600</td>
</tr>
</tbody>
</table>

#### Student Daily Rates for casual/temporary stay

<table>
<thead>
<tr>
<th>Type</th>
<th>Rate</th>
<th>Laucala</th>
<th>Alafua</th>
<th>Emalus</th>
</tr>
</thead>
<tbody>
<tr>
<td>Single/Shared Room</td>
<td>p/d</td>
<td>$17</td>
<td>$-</td>
<td>$-</td>
</tr>
<tr>
<td>10th Hall Apartment Style</td>
<td>p/d</td>
<td>$22</td>
<td>$-</td>
<td>$-</td>
</tr>
<tr>
<td>11th Hall Apartment Style</td>
<td>p/d</td>
<td>$25</td>
<td>$-</td>
<td>$-</td>
</tr>
</tbody>
</table>
Married Quarters
Catalina 25 - -
9th Hall 22 - -
8th Hall 21 - -
2nd/4th/5th/Halls 20 - -

OTHER HALLS CHARGES
Guest Rooms - single
Guest Rooms - with bathroom
Charge for late withdrawal + 25% overhead charge 65 90 4,640
Change of room fee 20 - 2,060
Change of MQ fee 30 - 5,150
Room Retention fee - 160
Bedroom Lock combination change 65
Lost or damaged items (Based on cost of replacement/repair)

Hire of mattress
- per mattress/night 12 - -
Hire of mattress with linen set 17.5 - -
Laundromat tokens - one token per wash 5 -
Hire of lovo pit fee - non-resident groups-per use 20 - -
Hire of Belama Common Room & Maneaba Structure by non-resident groups-per hour

OTHER FEES & CHARGES continued 10 - -

ENROLMENT PENALTIES
Failure to pre-enrol - - 3,710
Late Admission Application Fee 65 90 3,710
Late Registration Fee 60 90 3,710
Late Payment Fees
First 4 weeks from fee payment deadline 125 175 7,725
Late Payment Fees Next 4 weeks 150 210 9,270
Late Payment Fees Thereafter 200 280 12,360
***including Laucala, Lautoka, Labasa & Maritime

LIBRARY
Non-Suva DFL Students 20 - -
**LIBRARY EXTERNAL BORROWERS**

Institutions that have MOA/MOU with USP

<p>| | | | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Student</td>
<td>(up to a max of 5 items)</td>
<td>20</td>
<td>-</td>
</tr>
<tr>
<td>Staff</td>
<td>(up to a max of 5 items)</td>
<td>65</td>
<td>80</td>
</tr>
</tbody>
</table>

No formal relationship with USP

<p>| | | | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Individual borrowers (no more than one item)</td>
<td>65</td>
<td>80</td>
<td>3,000</td>
</tr>
<tr>
<td>Individual borrowers (for two to a max of five item)</td>
<td>245</td>
<td>300</td>
<td>-</td>
</tr>
<tr>
<td>Individual borrowers (Pacific Collection only 1-10 days)</td>
<td>30</td>
<td>-</td>
<td>-</td>
</tr>
</tbody>
</table>

**Others**

<p>| | | | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Corporation</td>
<td>-</td>
<td>-</td>
<td>13,390</td>
</tr>
<tr>
<td>Project Partners</td>
<td>55</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Alumni - (up tp a max of 1 item)</td>
<td>-</td>
<td>65</td>
<td>-</td>
</tr>
<tr>
<td>Alumni - (up tp a max of 5 items)</td>
<td>-</td>
<td>250</td>
<td>-</td>
</tr>
</tbody>
</table>

---

**LIBRARY PENALTIES**

**Overdue items**

<p>| | | | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Students - First day/item</td>
<td>1</td>
<td>1</td>
<td>50</td>
</tr>
<tr>
<td>Students - Per day/item thereafter</td>
<td>0.5</td>
<td>1</td>
<td>50</td>
</tr>
<tr>
<td>Staff - First day/item</td>
<td>3</td>
<td>1</td>
<td>50</td>
</tr>
<tr>
<td>Staff - Per day/item thereafter</td>
<td>1</td>
<td>1</td>
<td>50</td>
</tr>
</tbody>
</table>

For Reserve items- per hour | - | - | 200 |

No further borrowing permitted until overdue items returned and penalties paid

**Lost items**

Administration charges

<p>| | | | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>plus cost obtained from publisher</td>
<td>30</td>
<td>40</td>
<td>4,000</td>
</tr>
</tbody>
</table>

Cost of book (obtained from publisher) is charged in addition

If cost is not available, cost is deemed to be:

<p>| | | | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Social Science and Humanities</td>
<td>135</td>
<td>200</td>
<td>8,240</td>
</tr>
<tr>
<td>Science</td>
<td>165</td>
<td>250</td>
<td>10,300</td>
</tr>
</tbody>
</table>

**OTHER FEES & CHARGES continued**

<table>
<thead>
<tr>
<th>Laucala</th>
<th>Alafua</th>
<th>Emalus</th>
</tr>
</thead>
<tbody>
<tr>
<td>FJ$</td>
<td>Tala</td>
<td>Vatu</td>
</tr>
</tbody>
</table>

**Noise penalties**

<p>| | | | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
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</thead>
<tbody>
<tr>
<td>First Offence</td>
<td>40</td>
<td>50</td>
<td>2,060</td>
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<tr>
<td>Second Offence</td>
<td>70</td>
<td>100</td>
<td>4,120</td>
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**Inter-library loans**

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<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Students - Per request (up to a maximum of 5 requests)</td>
<td>7</td>
<td>10</td>
<td>1,240</td>
</tr>
<tr>
<td>Students - Any request thereafter (at full cost if higher)</td>
<td>40</td>
<td>50</td>
<td>-</td>
</tr>
</tbody>
</table>

External borrowers (full cost if higher)

<p>| | | | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Academic staff (full cost if higher)</td>
<td>40</td>
<td>Full Cost</td>
<td>Full Cost</td>
</tr>
<tr>
<td>Printing per page (black &amp; white)</td>
<td>-</td>
<td>-</td>
<td>10</td>
</tr>
<tr>
<td>Printing per page (color printing)</td>
<td>-</td>
<td>-</td>
<td>50</td>
</tr>
<tr>
<td>Photocopying per page</td>
<td>-</td>
<td>-</td>
<td>10</td>
</tr>
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</table>
### REPLACEMENTS

<table>
<thead>
<tr>
<th>Replacement</th>
<th>Quantity</th>
<th>Price</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Replacement: Staff ID Card</td>
<td>15</td>
<td>20</td>
<td>1,430</td>
</tr>
<tr>
<td>Replacement: Student ID Card</td>
<td>15</td>
<td>20</td>
<td>1,430</td>
</tr>
<tr>
<td>Replacement: Meal Book</td>
<td>-</td>
<td>10</td>
<td>620</td>
</tr>
<tr>
<td>Replacement: Receipts</td>
<td>15</td>
<td>20</td>
<td>620</td>
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</tbody>
</table>

### STUDENT ADMINISTRATIVE SERVICES

<table>
<thead>
<tr>
<th>Service</th>
<th>Quantity</th>
<th>Price</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Official Academic Transcript (stamped)</td>
<td>5</td>
<td>8</td>
<td>310</td>
</tr>
<tr>
<td>Official Academic Transcript - second &amp; subsequent copies</td>
<td>15</td>
<td>25</td>
<td>820</td>
</tr>
<tr>
<td>Search Fee (Course Prescription)</td>
<td>65</td>
<td>90</td>
<td>3,700</td>
</tr>
<tr>
<td>Issue Fee (Course Offer Letter) Subsequent copies</td>
<td>5</td>
<td>8</td>
<td>620</td>
</tr>
<tr>
<td>Issue Fee (Other - Confirmation Letter etc.)</td>
<td>5</td>
<td>5</td>
<td>620</td>
</tr>
<tr>
<td>Issue Fee (Immigration Letter)</td>
<td>5</td>
<td>5</td>
<td>620</td>
</tr>
<tr>
<td>Issue Fee (English Letter)</td>
<td>5</td>
<td>5</td>
<td>620</td>
</tr>
<tr>
<td>Issue Fee (Result Slip)</td>
<td>5</td>
<td>5</td>
<td>620</td>
</tr>
<tr>
<td>Verification Fee</td>
<td>65</td>
<td>90</td>
<td>3,700</td>
</tr>
<tr>
<td>Reconsider course grades</td>
<td>50</td>
<td>75</td>
<td>3,250</td>
</tr>
<tr>
<td>Special exam per course</td>
<td>55</td>
<td>75</td>
<td>3,190</td>
</tr>
<tr>
<td>Appeal for credit transfer</td>
<td>55</td>
<td>75</td>
<td>3,190</td>
</tr>
<tr>
<td>Hire of academic gowns</td>
<td>60</td>
<td>80</td>
<td>3,510</td>
</tr>
<tr>
<td>Change of Exam Venue Fee</td>
<td>55</td>
<td>75</td>
<td>3,190</td>
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<tr>
<td>Application for waiver of fee</td>
<td>55</td>
<td>75</td>
<td>3,190</td>
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<tr>
<td>Withdrawal Fee after week 2 of lectures</td>
<td>100</td>
<td>140</td>
<td>6,180</td>
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### COMPLETION PENALTIES

<table>
<thead>
<tr>
<th>Service</th>
<th>Quantity</th>
<th>Price</th>
<th>Total</th>
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</thead>
<tbody>
<tr>
<td>Late Completion Application fee</td>
<td>100</td>
<td>140</td>
<td>6,180</td>
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### OTHERS

<table>
<thead>
<tr>
<th>Service</th>
<th>Quantity</th>
<th>Price</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Locker Hire (p/a)</td>
<td>60</td>
<td>70</td>
<td>2,000</td>
</tr>
<tr>
<td>Dishonoured Cheque</td>
<td>35</td>
<td>50</td>
<td>2,160</td>
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</table>
# INTERNATIONAL STUDENT TUITION FEES 2017

## PRE DEGREE AND UNDERGRADUATE

<table>
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<tr>
<th>Course</th>
<th>Laucala FJ$</th>
<th>Alafua Tala</th>
<th>Emalus Vatu</th>
<th>Other Campuses</th>
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<tbody>
<tr>
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## POSTGRADUATE

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<tbody>
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### Masters

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<tbody>
<tr>
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<td>$28,275</td>
<td>$51,645</td>
<td>$1,785,305</td>
<td>Fiji Equivalent</td>
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<tr>
<td>Part-time</td>
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<td>$25,825</td>
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### PhD

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<th>Other Campuses</th>
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<td>Full-time</td>
<td>$28,275</td>
<td>$51,645</td>
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<td>$7,070</td>
<td>$25,825</td>
<td>$892,650</td>
<td>Fiji Equivalent</td>
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## Notes:

- Any student who holds a citizenship other than that of a USP member country will pay the International Student tuition fee.
- Students not enrolled in a full programme will be charged a fee on a per course basis.
- Any course that has a fieldtrip component, fieldtrip fee will be added to tuition fees for that course.
### PACIFIC TECHNICAL AND FURTHER EDUCATION

**Pre-Degree (FACE-TO-FACE MODE)**

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<td>NZ$</td>
<td>AUS$</td>
<td>US$</td>
<td>TALA</td>
<td>SI$</td>
<td>PA'ANGA</td>
<td>VATU</td>
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Course Materials- (School based Foundation ONLY)
## Pre-Degree (Flexible Learning Mode)

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<td>735</td>
<td>255</td>
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<td>20</td>
<td>15</td>
<td>35</td>
<td>55</td>
<td>15</td>
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|                |      |                                |                        |        |             |       |         |
| **AUS$**       |      |                                |                        |        |             |       |         |
| Pre-Degree     |      |                                |                        |        |             |       |         |
| Preliminary    | 240  | 220                            | 200                    | 140    | 360         | 500   | 200     | 16,800 |
| BII02          | 260  | 240                            | 220                    | 160    | 440         | 580   | 220     | 19,160 |
| Foundation     | 280  | 260                            | 245                    | 185    | 495         | 650   | 240     | 21,710 |
| Science Lab. Fee | 20   | 20                             | 20                     | 15     | 35          | 55    | 15      | 1,735  |

|                |      |                                |                        |        |             |       |         |
| **US$**        |      |                                |                        |        |             |       |         |
| Pre-Degree     |      |                                |                        |        |             |       |         |
| Preliminary    | 180  | 140                            | 120                    | 80     | 200         | 280   | 80      | 7,200  |
| BII02          | 190  | 160                            | 140                    | 100    | 260         | 340   | 100     | 9,000  |
| Foundation     | 200  | 170                            | 150                    | 105    | 220         | 300   | 105     | 8,550  |
| Science Lab. Fee | 15   | 15                             | 15                     | 10     | 25          | 35    | 10      | 1,050  |

|                |      |                                |                        |        |             |       |         |
| **TALA**       |      |                                |                        |        |             |       |         |
| Pre-Degree     |      |                                |                        |        |             |       |         |
| Preliminary    | 495  | 665                            | 475                    | 315    | 875         | 1,106 | 315     | 27,950 |
| BII02          | 495  | 650                            | 475                    | 315    | 875         | 1,106 | 315     | 27,950 |
| Foundation     | 525  | 735                            | 505                    | 345    | 925         | 1,355 | 345     | 31,900 |
| Science Lab. Fee | 35   | 55                             | 35                     | 25     | 65          | 85    | 25      | 1,850  |

|                |      |                                |                        |        |             |       |         |
| **SI$**        |      |                                |                        |        |             |       |         |
| Pre-Degree     |      |                                |                        |        |             |       |         |
| Preliminary    | 665  | 735                            | 685                    | 435    | 965         | 1,196 | 435     | 38,250 |
| BII02          | 650  | 750                            | 685                    | 435    | 965         | 1,196 | 435     | 38,250 |
| Foundation     | 735  | 835                            | 765                    | 475    | 1,025       | 1,275 | 475     | 45,275 |
| Science Lab. Fee | 55   | 85                             | 55                     | 35     | 75          | 105   | 35      | 2,405  |

|                |      |                                |                        |        |             |       |         |
| **PA’ANGA**    |      |                                |                        |        |             |       |         |
| Pre-Degree     |      |                                |                        |        |             |       |         |
| Preliminary    | 240  | 240                            | 220                    | 160    | 420         | 560   | 160     | 14,800 |
| BII02          | 240  | 240                            | 220                    | 160    | 420         | 560   | 160     | 14,800 |
| Foundation     | 255  | 255                            | 235                    | 175    | 340         | 480   | 175     | 15,900 |
| Science Lab. Fee | 15   | 15                             | 15                     | 10     | 25          | 35    | 10      | 1,050  |

|                |      |                                |                        |        |             |       |         |
| **VATU**       |      |                                |                        |        |             |       |         |
| Pre-Degree     |      |                                |                        |        |             |       |         |
| Preliminary    | 21,710 |                                |                        |        |             |       |         |
| BII02          | 21,710 |                                |                        |        |             |       |         |
| Foundation     | 23,740 |                                |                        |        |             |       |         |
| Science Lab. Fee | 1,735 |                                |                        |        |             |       |         |

School-Based Foundation:

|                |      |                                |                        |        |             |       |         |
| Administration Fee | 65   | 70                             | 65                     | 40     | 110         | 145   | 60      | 4,960  |
| (per student)     |      |                                |                        |        |             |       |         |
| Course Fee        | 65   | 70                             | 65                     | 40     | 110         | 155   | 60      | 4,960  |
| (per course)      |      |                                |                        |        |             |       |         |
| Course Materials  | 60   | 65                             | 60                     | 40     | 105         | 140   | 55      | 4,545  |
| (School Based Foundation ONLY) |      |                                |                        |        |             |       |         |
### Pacific Technical and Further Education

#### Sub-Degree (applicable to approved mode as per Handbook & Calendar)

<table>
<thead>
<tr>
<th>Programme</th>
<th>Courses</th>
<th>NZ$</th>
<th>FJ$</th>
<th>USS</th>
<th>PA/ANGA</th>
<th>SIS</th>
<th>TALA</th>
<th>VATU</th>
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<tbody>
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<td>36,405</td>
<td>510</td>
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<td>CET31, CET32, CET33, CET34, CET35, CET36</td>
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<td>265</td>
<td>260</td>
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<td>16,680</td>
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<td>420</td>
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<tr>
<td>Certificate IV in Project Management Practice</td>
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<td>470</td>
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<td>400</td>
<td>30,335</td>
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<tr>
<td>Certificate IV in Training Assessment &amp; Evaluation</td>
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<td>260</td>
<td>265</td>
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</tr>
</tbody>
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**Fees:**
- **NZ$** (New Zealand Dollar)
- **FJ$** (Fijian Dollar)
- **USS** (US Dollar)
- **PA/ANGA** (Papua New Guinea Dollar)
- **SIS** (Solomon Islands Dollar)
- **TALA** (Tongan Dollar)
- **VATU** (Vatu)
<table>
<thead>
<tr>
<th>Programme</th>
<th>Courses</th>
<th>FJ$</th>
<th>NZ$</th>
<th>AUS$</th>
<th>US$</th>
<th>TALA</th>
<th>SI$</th>
<th>PA’ANGA</th>
<th>VATU</th>
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</table>
The University of the South Pacific’s academic programmes will promote the development of the following attributes in all graduates:

**Academic excellence**
- Extensive knowledge of a particular discipline or professional area, including relevant knowledge and skills;
- Capacity for independent critical thinking and self-directed, life-long learning;
- Advanced information and communication technology, knowledge and skills; and
- Research literacy and skills.

**Intellectual curiosity and integrity**
- Deep respect for truth and intellectual integrity, and for the ethics of scholarship;
- Intellectual curiosity and creativity; openness to new ideas;
- Commitment to inter-disciplinary understanding and skills; and
- Respect for the principles, values and ethics of a chosen profession.

**Capacity for leadership and working with others**
- Effective interpersonal communication skills;
- Leadership, organisational, teamwork and time management abilities; and
- Personal maturity and self-confidence.

**Appreciation of the cultures of the Pacific Islands**
- Knowledge and appreciation of both the unity and diversity of Pacific Island cultures;
- Understanding of the diverse economies and environments of the Pacific Islands; and
- Commitment to the maintenance and strengthening of the societies of the Pacific.

**Cross-Cultural Competencies**
- An understanding and appreciation of social, cultural and linguistic diversity;
- Respect for human rights and dignity in a global context;
- Commitment to accountability, ethical practice and social responsibility; and
- Demonstrated oral and written proficiency in English language.
Serving the needs of the Pacific States

Cook Islands
Fiji
Kiribati
Marshall Islands
Nauru
Niue
Samoa
Solomon Islands
Tokelau
Tonga
Tuvalu
Vanuatu